SOUTHERN MISSIONARY COLLEGE

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1959

BULLETIN
1958-1959

CORRESPONDENCE

Inquiries should be directed as follows:

General Administrative Matters, to the *President*

Admissions, to the *Admissions Office*

Financial Matters, Student Employment, Student Housing, Student Accounts, to the *Assistant Business Manager*

Scholastic Matters and Summer School, to the *Dean of the College*

Transcripts and Academic Records, to the *Registrar*

Problems of Residence Halls, Room Furnishings, Suitable Wearing Apparel and Campus Conduct:

Of Men Students, to the *Dean of Men*

Of Women Students, to the *Dean of Women*

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Southern Missionary College

ANNUAL BULLETIN

VOLUME VIII JULY, 1958 NUMBER 2

ANNOUNCEMENTS 1958-1959

SOUTHERN MISSIONARY COLLEGE

COLLEGEDALE, TENNESSEE

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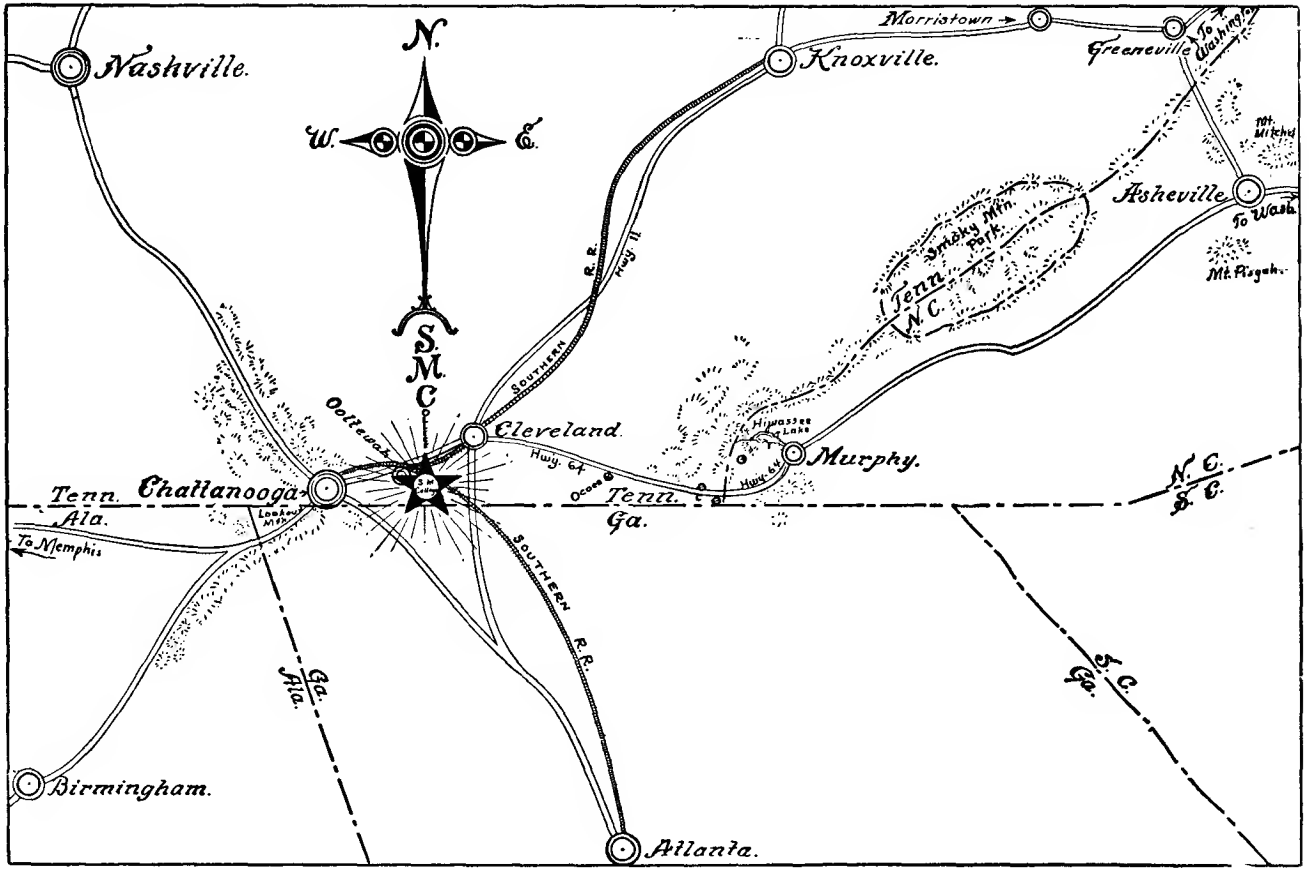
N.
W.
E.
S.
Nashville.
Knoxville.
Morristown
Greeneville
To Washington
Mt. Mitchell
Asheville
To Wash.
Mt. Pisgah.
Smoky Mtn. Park
Tenn.
N.C.
S.M. C.
Southern R.R.
Hwy 11
Cleveland.
Ooltewah
Hwy. 64
Ocoee
Hiwassee Lake
Murphy.
Tenn.
Ga.
N.C.
S.C.
Tenn.
Ala.
Chattanooga
Lookout Mtn.
To Memphis
Southern R.R.
Ga.
Ala.
S.C.
Ga.
Birmingham.
Atlanta.

Purpose of a College Bulletin

The typical college bulletin is not written with any hope of its becoming a *best seller*. It is of necessity "technical" rather than "popular."

But the college bulletin can be—and often is—very helpful to the student who knows what it is for and how to use it.

It is a handbook for ready reference on matters of concern to students in their life on the College campus.

The principal subdivisions of this bulletin are indicated by the headings which are printed on the right margin of this page.

General Topical Index, page 149.

The owner of this bulletin should file it for ready reference and bring it to conferences with the Dean, the Registrar, the Faculty Counselor, or others as needed.

Keeping this publication revised, and up to date and meticulously correct calls for the continuous, active cooperation of every college officer and every college teacher. The student, too, can help by calling attention to errors, inadequacies, and in-co-ordinations.

It is hoped that all officers, teachers, and students will help the Administration to make continuous improvements in successive issues of "our" bulletin.

The signature written below is to identify the owner. If this bulletin should be misplaced, will the finder please return it to

Name .....

Address .....

City ..... State .....

Local "Home" on (or Near) Campus.....

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CALENDAR

(Vacation Days for 1958 and 1959 are printed in bold type)

1958

JULY

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NOVEMBER

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1960

JANUARY

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FEBRUARY

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MARCH

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MAY

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JUNE

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26	27	28	29	30		

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CALENDAR OF EVENTS

SUMMER SESSION 1958

June 9	Monday, Registration—First Term (Six weeks)
June 10	Tuesday, Instruction Begins
July 17, 18	Thursday, Friday, Final Examinations
July 20	Sunday, Registration — Second Term (Four weeks)
July 21	Monday, Instruction Begins
August 14, 15	Thursday, Friday, Final Examinations
August 15, 16	Graduation Exercises

FIRST SEMESTER 1958-59

September 15-17	Registration
September 18	Classes Begin
September 20	Reception
October 1	Annual Picnic
October 10-18	Week of Prayer
October 21	Ingathering (tentative)
November 11-14	Mid-term Exams
November 26 (noon)- November 30, 10 P.M.	Thanksgiving Vacation
December 23 (noon)- January 5, 10 P.M.	Christmas Vacation
January 16	Capping of Nurses
January 20-23	Semester Exams

SECOND SEMESTER 1958-59

January 25	Registration
January 26	Classes Begin

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February 20-25	Colporteur Recruitment Week
March 6-14	Spring Week of Prayer
March 23-26	Mid-term Exams
March 26-30	Spring Vacation
April 3-5	Alumni Homecoming
April 12-14	College Days
May 18	Class Picnics
May 25-28	Semester Exams
May 29-31	Graduation Exercises

SUMMER SCHOOL 1959

June 7, 8	Registration
July 17	Close of First Term
August 15	Close of Second Term

All students whose applications for admission have been approved will receive by mail at the home address designated, a full printed schedule of all appointments for Orientation, Testing, Counseling, and Registration, which will occur between Sunday, September 14, and Wednesday, September 17, from 7:30 A.M. to 10:00 P.M.

COLLEGE DIRECTORY

BOARD OF DIRECTORS

DON R. REES, *Chairman* ..... Decatur, Georgia
President, Southern Union Conference

T. W. WALTERS, *Secretary* ..... Collegedale, Tennessee
President, Southern Missionary College

G. E. SHANKEL, *Recording Secretary* ..... Collegedale, Tennessee
Dean, Southern Missionary College

LEWIS N. HOLM ..... Collegedale, Tennessee
General Manager, Southern Missionary College

RALPH DAVIDSON ..... Woodbury, Tennessee
Certified Public Accountant

FRED H. DORTCH ..... Birmingham, Alabama
President, Dortch Baking Company

A. C. FEARING ..... Atlanta, Georgia
President, Georgia-Cumberland Conference

LEIGHTON HALL ..... Orlando, Florida
Business Manager, Florida Sanitarium & Hospital

H. S. HANSON ..... Decatur, Georgia
Educational Secretary, Southern Union Conference

WM. SANBORN ..... Madison, Tennessee
President, Madison College

H. D. LAWSON ..... Portland, Tennessee
Principal, Highland Academy

L. J. LEISKE ..... Meridian, Mississippi
President, Alabama-Mississippi Conference

H. LESTER ..... Plymouth, Florida
Citrus Grower

E. L. MARLEY ..... Nashville, Tennessee
President, Kentucky-Tennessee Conference

L. C. STRICKLAND ..... Maitland, Florida
Principal, Forest Lake Academy

Board of Directors

A. P. McDow ..... Decatur, Georgia
Secretary-Treasurer, Southern Union Conference

Garland Millet ..... Huntsville, Alabama
President, Oakwood College

G. R. Nash ..... Charlotte, North Carolina
President, Carolina Conference

L. M. Nelson ..... Decatur, Georgia
Youth Secretary, Southern Union Conference

M. C. Patten ..... Greenville, South Carolina
Attorney-at-Law and Certified Public Accountant

H. H. Schmidt ..... Orlando, Florida
President, Florida Conference

K. R. Davis ..... Candler, North Carolina
Principal, Mt. Pisgah Academy

B. F. Summerour ..... Norcross, Georgia
Cotton Seed Producer

EXECUTIVE COMMITTEE OF THE BOARD

Don R. Rees, *Chairman*
H. S. Hanson
A. P. McDow
G. E. Shankel
T. W. Walters, *Secretary*
Lewis N. Holm
A. C. Fearing

REGIONAL FIELD REPRESENTATIVES

Representative-at-large: H. S. Hanson .....Decatur, Georgia

For Alabama-Mississippi: O. L. Heinrich .....Meridian, Mississippi

For Florida: Ward A. Scriven .....Orlando, Florida

For Georgia-Cumberland: V. C. Hoffman .....Atlanta, Georgia

For Carolina: George V. Yost ..... Charlotte, North Carolina

For Kentucky-Tennessee: T. A. Mohr .....Nashville, Tennessee

ADMINISTRATION

T. W. WALTERS, ED.D.
President of the College

G. E. SHANKEL, Ph.D.
Dean of the College

L. N. HOLM, ED.D.
General Manager

THEODORA LAMBETH, B.A. ..... Registrar

J. A. UPCHURCH, B.A. ..... Dean of Men

_ _ _ _ _ _ _ _ _ _ _ ..... Dean of Women

S. D. BROWN, M.A. ..... Librarian

ASSOCIATES IN ADMINISTRATION

J. M. ACKERMAN, Ed.S.
Secretary of Admissions
Director of Testing

KEITH ANDERSON, M.D.
College Physician

R. G. BOWEN
Treasurer

E. STANLEY CHASE, M.A.
Principal, Arthur W. Spalding Elementary School

CHAS. FLEMING, M.B.A.
Assistant Manager in charge of College Broom Shop

MAZIE HERIN, M.A.
Associate Dean, Division of Nursing

PAUL J. HOAR, M.A.
Principal, Collegedale Academy

H. B. LUNDQUIST, M.A.
Development and Public Relations

R. C. MIZELLE, B.S.
Assistant Treasurer and Accountant

MYRTLE WATROUS, B.S.
Assistant Librarian

D. L. WEST, B.A.
Assistant Manager

_ _ _ _ _ _ _ _ _ _
Director of Food Service

DEPARTMENTAL SUPERINTENDENTS

PERRY A. COULTER
Buildings and Grounds

C. A. LANG
Central Supply

COLLEGE INDUSTRIES, INC.

FRANK FOGG
College Broom Factory

H. F. MEYER
College Press

O. D. TOMPKINS
Collegedale Laundry

HERBERT POLK
College Creamery

COLLEGE ENTERPRISES, INC.

AUBREY KING
Treasurer

JOHN GOODBRAD
Distributors

B. J. HAGAN
College Garage

BRUCE RINGER
College Mercantile

H. A. WOODWARD
College Store

AFFILIATED INDUSTRIES

CHARLES FLEMING, JR.
College Cabinets

WILLIAM J. HULSEY
College Cabinets

O. D. MCKEE
McKee Baking Company

THE FACULTY

The date in parenthesis indicates year of appointment to the College.

THOMAS W. WALTERS, Ed.D., *President.* (1955)
B.A., Walla Walla College, 1934; M.A., Leland Stanford University, 1950; Ed.D., Leland Stanford University, 1955.

HORACE R. BECKNER, M.A., *College Pastor.* (1947)
B.R.E., Atlantic Union College, 1933; M.A. in Church History, SDA Theological Seminary, 1957.

HOYT HENDERSHOT, B.A., *Associate Pastor.* (1957)
B.A., Washington Missionary College, 1944.

HIRA T. CURTIS, B.S., *Professor Emeritus of Business Administration.*
B.S., Union College, 1899. (1949)

MARY HOLDER DIETEL, M.A., *Professor Emeritus of Modern Languages.* (1937)
B.A., Washington Missionary College, 1919; M.A., University of Maryland, 1933; Certificate from L'Alliance Francaise, Paris, 1936.

MAUDE I. JONES, B.A., *Professor Emeritus of English.* (1917)
B.A., Mississippi College for Women, 1894.

HAROLD A. MILLER, M.Music, *Professor Emeritus of Music.* (1945)
B.Music, Otterbein College, 1937; M.Music, Eastman School of Music, University of Rochester, 1941.

EDWARD C. BANKS, B.D., *Professor of Religion.* (1946)
B.Th., Emmanuel Missionary College, 1934; M.A. in Religion, S.D.A. Theological Seminary, 1948; B.D., S.D.A. Theological Seminary, 1956.

CLYDE G. BUSHNELL, Ph.D., *Professor of Modern Languages.* (1952)
B.A., Union College, 1933; M.A., University of Mexico, 1948; Ph.D., University of Texas, 1958.

JOHN CHRISTENSEN, Ph.D., *Professor of Chemistry.* (1955)
B.A., Union College, 1939; M.A., University of Nebraska, 1946; Ph.D., Michigan State University, 1956.

OTTO H. CHRISTENSEN, Ph.D., *Professor of Religion and Biblical Languages.* (1955)
B.A., Union College, 1938; M.A., S.D.A. Theological Seminary, 1945; Ph.D., University of Chicago, 1951.

LEWIS N. HOLM, Ed.D., *Professor of Education and Business.* (1954)
B.A., Emmanuel Missionary College, 1928; M.S., Michigan State College, 1936; Ed.D., Portia Law School, 1953.

K. M. KENNEDY, Ed.D., *Professor of Education.* (1951)
B.A., Valparaiso University, 1946; M. Ed., University of Chattanooga, 1952; Ed.D., University of Tennessee, 1955.

GEORGE E. SHANKEL, Ph.D., *Professor of Social Science.* (1956)
B.A., Walla Walla College, 1920; M.A., University of Washington, 1933; Ph.D., University of Washington, 1945.

J. M. ACKERMAN, Ed.S., *Associate Professor of Education.* (1957)
B. S., Union College, 1949; M.A., University of Nebraska, 1950; Ed.S., Peabody College for Teachers, 1957.

THERESA ROSE BRICKMAN, M.Com'l Ed., *Associate Professor of Secretarial Science.* (1942)
B.A., Union College, 1928; M.Com'l Ed., University of Oklahoma, 1942.

STANLEY D. BROWN, M.A., *Associate Professor of Bibliography and Library Science.* (1935)
B.A., Washington Missionary College, 1926; B.A. in L.S., University of North Carolina, 1937; B.A., University of Maryland, 1934; M.A., University of Maryland, 1935; M.A., Ohio State University, 1954.

RALPH DAVIDSON, M.S., C.P.A., *Associate Professor of Business Administration.* (1955)
B.S., Madison College, 1934; M.S., University of Tennessee, 1936; C.P.A., State of Tennessee, 1952.

OLIVIA BRICKMAN DEAN, M.Ed., *Associate Professor of Education.* (1943)
B.A., Union College, 1934; M.Ed., University of Oklahoma, 1943.

CHARLES FLEMING, M.B.A., *Associate Professor of Business.* (1946)
B.A., Emmanuel Missionary College, M.B.A., Northwestern University, 1940.

RAY HEFFERLIN, Ph.D., *Associate Professor of Physics.* (1955)
B.A., Pacific Union College, 1951; Ph.D., California Institute of Technology, 1955.

MAZIE A. HERIN, M.P.S., *Associate Professor of Nursing.* (1956)
B.S.N.E., Washington Missionary College, 1944; M.P.S., University of Colorado, 1948.

IRMA JEAN KOPITZKE, M.S., *Associate Professor of Secretarial Science.* (1953)
B.A., Emmanuel Missionary College, 1950; M.S., University of Wisconsin, 1953.

HULDRICH H. KUHLMAN, M.A., *Associate Professor of Biology.* (1946)
B.A., Emmanuel Missionary College, 1940; M.A., George Peabody College for Teachers, 1945.

EVERETT T. WATROUS, Ed.D., *Assistant Professor of History.* (1948)
B.A., Atlantic Union College, 1934; M.A., University of Chicago, 1941; Ed.D., University of Tennessee, 1956.

J. MABEL WOOD, M.A., *Associate Professor of Music.* (1949)
B.A., Union College, 1948; M.A., University of Nebraska, 1952.

DOROTHY EVANS ACKERMAN, M.Mus., *Assistant Professor of Music.* (1957)
B.A., Atlantic Union College, 1940; M.Mus., University of Chattanooga, 1947.

HENRY E. BAASCH, M.A., *Assistant Professor of Religion.* (1954)
B.A., Southern Missionary College, 1953; M.A., S.D.A. Theological Seminary, 1954.

CLARENCE CHINN, Ph.D., *Assistant Professor of Chemistry.* (1956)
B.A., Walla Walla College, 1951; M.S., Oregon State College, 1953; Ph.D., Oregon State College, 1956.

DOROTHY K. CHRISTENSEN, M.S., *Assistant Professor of Home Economics.* (1955)
B.A., Emmanuel Missionary College, 1955; M.S., University of Tennessee, 1957.

EDGAR O. GRUNDSET, B.A., *Assistant Professor of Biology.* (1957)
B.A., Emmanuel Missionary College, 1947.

HARRY W. HULSEY, M.A.E., *Assistant Professor of Industrial Education.* (1954)
B.S., Southern Missionary College, 1953; M.A.E., University of Florida, 1954.

GORDON HYDE, M.S. in Speech, *Assistant Professor of Speech.* (1956)
B.A., Emmanuel Missionary College, 1942; M.S., University of Wisconsin, 1957.

B. L. JACKSON, M.Mus.Ed., *Assistant Professor of Music.* (1957)
B.Mus., Northwestern University, 1949; B. Mus. Ed., Northwestern University, 1950; M.Mus. Ed., University of Michigan, 1955.

WAYNE E. VANDEVERE, M.A., *Assistant Professor of Business Administration.* (1956)
B.A., Emmanuel Missionary College, 1954; M.A., University of Michigan, 1956.

MYRTLE B. WATROUS, B.S. in L.S., *Assistant Professor of Library Science.* (1948)
B.A., Washington Missionary College, 1924; B.S. in L.S., University of North Carolina, 1952.

JOSEPH B. COOPER, M.A., *Instructor of Physical Education.* (1956)
B.S., University of Tampa, 1955; M.A., University of Florida, 1956.

KENNETH E. DUNN, B.A., *Instructor of Printing.* (1957)
B.A., Emmanuel Missionary College, 1951.

ROGER HANSON, M.A., *Instructor in Music* (1958)
M.A., Lewis and Clark College, 1958.

THELMA HEMME, B.A., *Instructor in Home Economics.* (1957)
B.A., Pacific Union College, 1944.

EDWINA MAE JACKSON, B.A., *Instructor in Music.* (1957)
B.A., Washington Missionary College, 1951.

GORDON A. MADGWICK, M.A., *Instructor in English* (1958)
B.A., Washington Missionary College, 1934; M.A., SDA Theological Seminary, 1955.

Supervisory Instructors in Secondary Education

PAUL J. HOAR, M.A., *Principal, Mathematics and Science.* (1950)
B.A., Atlantic Union College, 1939; M.A., Boston University, 1950.

FRANCES E. ANDREWS, M.A., *English.* (1953)
B.A., Southern Missionary College, 1949; M.A., George Peabody College for Teachers, 1956.

LORENE AUSHERMAN, B.A., *Registrar, Health.* (1953)
B.A., Southern Missionary College, 1953.

PAUL C. BOYNTON, M.A., *Bible.* (1952)
B.A., Washington Missionary College, 1941; M.A., S.D.A. Theological Seminary, 1952.

LOU B. HOAR, M.C.S., *Secretarial Science.* (1950)
B.R.E., Atlantic Union College, 1931; M.C.S., Boston University, 1949.

LOUISE ROBERSON, B.A., *Spanish.* (1957)
B.A., Pacific Union College, 1952.

Supervisory Instructors in Elementary Education

E. S. CHACE, B.Th., *Principal, Grades 7, 8* (1956)
B.Th., Atlantic Union College, 1948.

MILDRED BALDWIN, *Grade 3.* (1956)

ANN BURCHARD, B.S., *Grade 6.* (1954)
B.C., Southern Missionary College, 1955.

ELMYRA CONGER, M.Ed., *Grades 3-5.* (1953)
B.S., Southern Missionary College, 1954; M.Ed., University of Chattanooga, 1957.

VALERA GRUNDSET, *Grade 5.* (1957)

RUTH SORRELL, M.A., *Grades 1, 2.* (1951)
B.S., Southern Missionary College, 1951; M.A., George Peabody College for Teachers, 1953.

1958-59

NURSING FACULTY
(Orlando Campus)

not pictured

RITA CALHOUN, M.S., *Assistant Professor of Nursing,* (1958)
B.S.N.E., Washington Missionary College, 1953; M.S., New York University, 1958.

GLENDA S. ROLFE, M.S., *Assistant Professor of Nursing.* (1956)
B.S.N.E., Washington Missionary College, 1950; M.S., College of Medical Evangelists, 1958.

HELGA FOREHAND, B.A., *Instructor in Home Economics.* (1956)
B.A., Union College; B.S., College of Medical Evangelists, 1932.

MIRIAM KERR, B.A., *Instructor in Nursing.* (1956)
B.A., Atlantic Union College, 1936.

CHRISTINE KUMMER, B.S.N.E., *Instructor in Nursing.* (1956)
B.S.N.E., Washington Missionary College, 1956.

GERTRUDE H. MUENCH, R.N., R.P.T., *Instructor of Physical Therapy.* (1956)
Diploma, Portland Sanitarium and Hospital, 1905; R.P.T., Western Reserve School of Physical Therapy, (1927).

MERLE SILLOWAY, M.A., *Instructor of Library Science.* (1956)
B.A., Washington Missionary College, 1920; M.A., Columbia University, 1928.

not pictured

STELLA STONE, R.N., *Instructor of Nursing.* (1957)
R.N., Florida Sanitarium and Hospital, 1956.

ALICE MAE WHEELER, B.S.N.E., *Instructor of Nursing.* (1956)
B.S.N.E., Washington Missionary College, 1952.

Doris Clapp
Ruby Shreve (dean of women, Ha.)

ORGANIZATION OF THE COLLEGE FACULTY

A. COLLEGE FACULTY AND STAFF

This is an over-all professional organization which meets once a month during the regular school term. Its officers and members are organized into councils and committees.

B. THE ADMINISTRATIVE COUNCILS

1. The President's Council
2. The Council on Admissions
3. The Council on Government
4. The Council on Finance
5. The Council on Traffic and Safety

FUNCTION: *To counsel the President, the Dean of the College, and the Business Manager* on the implementation and effective administration of such policies as have had the official approval of the College Board of Directors and the College Faculty.

PERSONNEL: Appointed by the President at the beginning of the school year in September.

C. STANDING COMMITTEES

The ten standing committees of the faculty are recommending bodies, likewise appointed by the President at the beginning of the school year at which time the schedule of each committee is announced. The President, the Dean, and the Business Manager are members ex-officio of all Standing Committees. The Standing Committees are as follows:

1. Academic Policies
2. Testing and Counselling Service
3. Religious Interests
4. Lyceum and Social Programs
5. Film Committee
6. Health and Sanitation
7. Development and Public Relations
8. Recreation
9. Social Education
10. Library Services

The following committees function as sub-committees of the Academic Policies Committee: Ministerial Recommendations, Medical Student Recommendations, Teacher Certification, English Improvement, Vocational Education.

NUMBERS AND NAMES OF COMMITTEES:

1. Curriculum and Academic Standards**
2. Testing and Counseling Services
3. Religious Interests
4. Lyceum and Social Programs
5. Health and Recreation
6. Development and Public Relations
7. Social Education
8. Library Services
9. Co-ordination of Industrial Training

A well set-up organization in any good educational institution is an effective means to the achievement of that institution's well conceived purposes. Every really useful staff member is concerned to help his fellow workers and his students to plan comprehensively for the continuing enrichment of the common life on the campus.

**This committee has appointed five important sub-committees as follows: Ministerial Students' Recommendations, Medical Students' Recommendations, Nursing Students' Recommendations, Teacher Certification Recommendations, and English Improvement.

OBJECTIVES OF THE COLLEGE

GENERAL OBJECTIVES

Southern Missionary College is a four-year co-educational college of arts and sciences operated by the Seventh-day Adventist denomination. The general objectives of the college are those of this governing organization.

Seventh-day Adventists believe in an infinite Creator as the source of all life and wisdom; they regard man as created in God's image and endowed with mental, moral, and physical powers capable of growth and development; they accept the moral law as binding upon all men and believe in personal redemption from sin through Jesus Christ; they accept the Bible as God's Word, the inspired revelation of His will to men; they believe that through proper education young people may be led to practice correct habits of thinking, to develop Christian character, and to make diligent preparation for a purposeful life of efficient service to their fellow men.

In harmony with these general objectives, the following specific objectives have been adopted:

SPECIFIC OBJECTIVES

1. *Spiritual*—To establish an unswerving personal allegiance to the principles of the Christian faith; to develop a distinctly Christian philosophy of life as a basis for the solution of all personal and social problems; and to acquire a sense of personal responsibility to participate in the mission program of the church.

2. *Intellectual*—To gain an acquaintance with the basic facts and principles of the major fields of knowledge necessary to independent and creative thinking; to acquire an attitude of open-minded consideration of controversial questions; to achieve a continuing intellectual curiosity; and to acquire the art of effective expression (in spoken and written English, in foreign languages, and in the graphic arts).

3. *Ethical*—To acquire those ethical and moral concepts which are approved by the enlightened conscience of mankind and taught in the revealed Word of God; to achieve an attitude of tolerance toward the rights and opinions of others; and to accept the social obligation of serving humanity and laboring diligently for its welfare.

4. *Social*—To develop an acquaintance with the approved social practices of cultured men and women; and to participate heartily and comfortably in those recreational activities which contribute to the further development of a well-balanced personality.

5. *Aesthetic*—To gain an acquaintance with the masterpieces of literature and the fine arts and an appreciation of the standards and the types of beauty represented by them; and to learn both to create and to choose that which is beautiful as well as that which is useful.

6. *Civic*—To acquire an intelligent understanding of the principles of government and to develop a willingness to accept the responsibilities and privileges of citizenship; to recognize the constitutional rights of other individuals and social groups; to know the principal domestic and international issues of our time; to develop a sincere love for our country and its fundamental principles; and to learn to co-operate effectively in the continuing improvement of society, national and international.

7. *Health*—To gain an intelligent understanding of the principles which govern the functioning and proper care of the human body; to establish habits and practices which foster maximum physical vitality and health; to develop a genuine interest in the intelligent, many-sided recreational uses of leisure time and, in co-operation with others, in the improvement of the physical well-being of all.

8. *Vocational*—To acquire a genuine appreciation of the true dignity of useful labor; and to master the knowledge and achieve the understanding necessary to the intelligent choice of a vocation that is in harmony with individual abilities and aptitudes. Preparation is provided at Southern Missionary College for the gospel ministry, for teaching in elementary and secondary schools, for pre-nursing and pre-medical training, for secretarial and business positions, and for other vocations.

An Ideal Christian College

is a *carefully designed educational environment* in which young people of high purpose and fervent zeal come together voluntarily and joyfully to seek the effective help of devoted, dedicated, inspiring Christian teachers while they prepare themselves and help to prepare each other for a life of self-effacing Christian service at home and abroad.

An Ideal College Student

- Has "purposed in his heart" to keep the commandments of God.
- Is continuously concerned with the problem of clarifying and better defining his life purposes.
- Knows why he has come to college and why he has chosen to come to this particular college.
- Is concerned to select his curriculum, his courses, and his work assignments wisely because he knows they can be an effective means to the achievement of his life purposes.
- Chooses his college companions with due caution and care because he wants to be helpful to them. He knows that the right companions can be helpful to him, and he realizes that his best buddies in college are likely to be his boon companions for life.
- Desires to achieve sound scholarship, to maintain high ethical standards, and to acquire acceptable social graces.
- Has retained, in spite of any routine, uninteresting and unprofitable teaching he may have had, something of his childhood curiosity "to know about things."
- Tries to build up his health and to avoid acquiring habits that will impair it.
- Is a good steward of his time, energy, money, and influence.
- Knows that all true education is self education—that while grades may be *given* and degrees *conferred,* education must be *earned.*
- Understands that self-government is the only kind of government under which men can live happily.

WHY INDUSTRIES IN AN EDUCATIONAL INSTITUTION?

The prevailing pattern of the work-study program in Seventh-day Adventist colleges and academies is based upon the educational philosophy and the counsels of Mrs. Ellen G. White.

Her reasons for recommending that regular work assignments be given to students are clearly expressed in the following paragraphs:

- "In acquiring an education, many students will gain a most valuable training if they will become self-sustaining.
- "Instead of incurring debts, or depending on the self-denial of their parents, let young men and young women depend on themselves.
- "They will thus learn the value of money, the value of time, strength, and opportunities, and will be under far less temptation to indulge idle and spendthrift habits.
- "The lessons of economy, industry, self-denial, practical business management, and steadfastness of purpose thus mastered, will prove a most important part of their equipment for the battle of life.
- "And the lesson of self-help learned by the student will go far toward preserving institutions of learning from the burden of debt under which so many of them have struggled, and which has done so much toward crippling their usefulness."

During the summer and the current academic year, college and academy students in part-time employment were distributed among the following industries and service departments:

Accounting Office
Bakery
Broom Shop
Cafeteria and Kitchen
Campus and Gardens
Collegedale Cabinet Shop
College Store and Enterprises
Creamery
Garage
Janitor Service
Laundry
Library
College Maintenance
Men's Residence Hall
Miscellaneous
Office Workers
College Press
Registrar's Office
Women's Residence Hall

INTRODUCTION TO SMC

A BRIEF HISTORY

Southern Missionary College, a Seventh-day Adventist institution, was founded in 1893 as Southern Training School, at Graysville, Tennessee. Twenty-three years later the school was moved to Collegedale, Tennessee; and there, in 1916, it was reopened as Southern Junior College. The exigencies of a rapidly expanding student body necessitated the extension, in the spring of 1944, to senior college status, and the first four-year seniors were graduated from Southern Missionary College in 1946.

Southern Missionary College is incorporated under the laws of the State of Tennessee, the Board of Trustees assuming entire responsibility for the financial support and management of the institution.

LOCATION

Southern Missionary College is located on a one-thousand-acre estate in a valley eighteen miles east of Chattanooga. The Southern Railway passes through the institutional estate. The post office address is Collegedale, Tennessee.

The campus lies three miles from Ooltewah, junction point of the Atlanta and Knoxville divisions of the Southern Railway. Ooltewah is also on the Lee Highway No. 11, which connects Washington, D. C. and other cities in the East with Chattanooga and other southern points.

Busses of the Cherokee Lines pass through Collegedale two times daily for Chattanooga at 9:20 A.M., and 12:50 P.M. They leave Chattanooga from the Greyhound Bus Station at 8:15 A.M., 11:45 A.M., and at 5:15 P.M.

BUILDINGS AND EQUIPMENT

Lynn Wood Hall

The administration building is named in honor of Dr. Lynn Wood, president of the College from 1918 to 1922. It is a three-story structure, housing a major number of classrooms, and administrative offices. The chapel seats approximately 550.

Maude Jones Residence Hall

The residence hall for women, named for Maude Jones, Associate Professor Emeritus of the College, has accommodations for 186 women. In addition to an apartment for the dean of women, it houses the dining room, the culinary department, an infirmary, a spread room, and a private parlor. The rooms on the second floor have been refurnished recently with rose and shell metal furniture.

John H. Talge Residence Hall

The men's residence hall, named for John H. Talge, provides accommodations for 160 men. A large worship room is located on the second floor. A spacious lounge is on the first floor which is available for entertainment during leisure time.

A. G. Daniells Memorial Library

The A. G. Daniells Memorial Library, a beautiful brick building, was completed in 1945. The student body of S.M.C. is particularly fortunate in having on the campus this fine modern library containing more than twenty-six thousand books, and about two hundred current periodicals conveniently arranged and adequately housed for study, reference, and research. A portion of the basement floor is used for lecture rooms. The library is located adjacent to the administration building and is readily accessible from the residence halls.

Earl F. Hackman Science Hall

Hackman Hall, modern in arrangement and appointment, a commodious, two-story, fireproof building, contains various lecture rooms and laboratories of the division of natural sciences. This building, completed and dedicated in 1951, was named in honor of the late Earl F. Hackman, friend of the College and for many years chairman of its Board.

Harold A. Miller Fine Arts Building

The Harold A. Miller Fine Arts Building, completed in 1953, houses the Music Department. This two-story, fireproof building provides studios, practice rooms, and an auditorium for recital purposes. It was named in honor of Harold A. Miller, Professor Emeritus of the College.

Collegedale Tabernacle-Auditorium

The auditorium serves as a place of worship for the Collegedale S.D.A. Church. The building is owned by the Georgia-Cumberland Conference and has a seating capacity of 1200. A Hammond electric organ is part of the equipment. With the front section curtained off, the auditorium serves as a gymnasium.

Bakery

McKee's Bakery is a modern plant with approximately 30,000 square feet of floor space, located on the college campus and currently employs a hundred workers, many of whom are students or their wives.

Elementary School Building

A modern fireproof building houses our elementary school, providing six spacious classrooms as well as a conference room and offices for the teachers.

The College Store

The College operates a store from which students may purchase books and other supplies. Recently remodeled and expanded, the building contains the grocery, drug department, and the snack bar on the main floor. The dry goods and book departments, and offices are also located in the building. The store is the distributing center for health foods, electric supplies, furniture and household supplies for the southern states.

Student Housing Projects

The College has erected two important modern housing projects in recent years, namely, The Hillside Apartments and The Camp Road Apartments. Each of these projects provides for twelve families. There are also two trailer camps which provide accommodations for trailers. The Brookside Apartments provide accommodations for eleven families.

Industrial Buildings

Year by year the College has added to its facilities for offering instruction in the skills fundamental to the trades. These buildings and equipment have been appointed by the College for educational purposes—for training young people in vocations by means of which they may become self-supporting workers and missionaries. Equipment has been provided for the mastery of the principles of printing, dairying, laundering, woodworking, auto mechanics, poultry raising, farming, and merchandising. In addition to the farm buildings, and a new modern maintenance shop, the following are some of the industrial buildings:

THE COLLEGE PRESS. The College Press, housed in a large brick building, is equipped with two Intertypes, tipping machine, folding machine, three automatic cylinder presses, and one hand-fed cylinder press, a 10x15 Heidelberg platen press, an American Type Founders offset press, plate making and camera facilities for making offset plates,

and other up-to-date equipment. This industry provides employment for forty-five students and does the printing not only for the College and the denomination, but also for many commercial establishments.

THE BROOM FACTORY. The Broom Factory is housed in a large one-story building. It offers employment to forty students who manufacture approximately 250,000 brooms each year.

LAUNDRY. A well-equipped laundry, specializing in flat work, offers employment for forty-five students. In addition to the college laundry service and work from the community, the laundry is patronized by twelve hotels and thirty-three tourist camps in the surrounding area. The laundry also operates a modern dry-cleaning establishment.

MAINTENANCE. The Maintenance Building is a new construction of masonry sixty by eighty feet. This department provides work for approximately fifty students.

COLLEGE CABINET SHOP. This is a new industrial building sixty by one hundred-sixty feet, where custom cabinet work is done. Cabinets and church furniture are a specialty.

ACCREDITATION AND CERTIFICATION

Southern Missionary College is fully accredited as a four-year institution of higher learning by the Southern Association of Colleges and Secondary Schools, by the Tennessee State Department of Education, and by the Seventh-day Adventist Board of Regents. The College is also a member of the Southern Association of Private Schools, the Tennessee College Association, and the Mid-South Association of Private Schools.

Southern Missionary College has been approved by the Tennessee State Board of Education for the certification of secondary and elementary school teachers on a four-year level.

STUDENT LIFE AND SERVICES

STUDENT ORGANIZATION

Southern Missionary College is dedicated to the task of educating leaders. The activities in class and club, in chapel and in the shops, in the dormitories and in the library, in the offices and in the Forums, and the activities off-campus are all designed to serve this one end—the training of the individual student in the attitudes, skills and qualities that will make him a leader for God among men.

The extra-class activities program of the College provides well-organized opportunities for development of student initiative and leadership. In the Student Association, through his elected representative, each student has a voice in the formulation of policies and in the administration of college life and activities. Through participating in the various student organizations and church activities, the student may acquire valuable experience in the art of group living and in working for and with his fellows. The college program of extra-class activities is under the supervision of the Coordinator of Student Activities. Student clubs are chartered by the Student Association.

RELIGIOUS ORGANIZATIONS

The local church, the Sabbath school, the Missionary Volunteer Society and its auxiliaries, the Ministerial Seminar, the Colporteur Club, the mission study groups, and the prayer bands contribute to the devotional, missionary, and prayer life of the student and afford opportunities for training in leadership, teaching, and church endeavors.

PUBLICATIONS

The Student Association publishes the bi-weekly *Southern Accent* and the yearbook, *Southern Memories*. These publications serve to report campus activities to the student body and patrons. They are prepared, edited, and published by students under the direction of a faculty sponsor as a part of their training in journalism.

MUSIC ORGANIZATIONS

There is an opportunity for those musically inclined to participate in the several music groups such as the college band, the college choir, trios and quartets both vocal and instrumental, orchestra, instrumental ensembles, and glee clubs.

CONVOCATION, THE LYCEUM, ATHLETICS

At various times during the school year distinguished speakers address the students at the chapel hour. A lyceum course of lectures, travelogues, and musical numbers is sponsored by the College. Students of Southern Missionary College do not participate in intercollegiate athletics, but a program of recreational activities is maintained.

PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES

In order to insure satisfactory scholarship, the extent to which students may participate in extra-curricular activities is subject to regulation.

STUDENT SERVICES

TESTING AND COUNSELING SERVICE. This service provides general assistance to all students and also certain professional services for those with special needs. General assistance for all students is provided for by a group of personal counselors who devote some hours each week to individual conferences with students. The various officers, division chairmen, and curriculum advisers also cooperate in this general advisory program. All students participate in the general testing program, which includes measures of scholastic aptitude, reading proficiency, social adjustment, vocational proficiency, and others as the need may require.

The Director of the Testing and Counseling Service, and the college physician unite in providing a specialized clinical service for those who desire special counsel in such matters as the choice of a vocation, emotional and social maladjustments, and marital problems.

COLLEGEDALE CLINIC

The Collegedale Clinic is located on the campus. Each student, upon registering and paying the general fee, is eligible to certain services from the clinic staff without charge. These services are set forth in a separate pamphlet provided the student during registration week. The clinic is under the supervision of a competent physician.

STUDENT SELF-HELP

In the operation of the College, considerable employment is offered to students. Under the guidance of skilled supervisors, this work affords valuable training, and brings a college education within the reach of many who otherwise would find it impossible to attend school.

REMEDIAL PROGRAMS

ENGLISH IMPROVEMENT. The College provides a number of special five-day sections of instruction in English designed for students who may have some deficiencies in grammar, spelling, reading rate or comprehension, which might seriously affect their normal rate of progress in their college studies. The basic content of their Freshman English is the same as that which is included in the three-day sections. The extra two days deal with the personal needs of the individual students enabling them to remedy their deficiencies in English.

READING CLINIC. Under the expert care of instructors trained in teaching reading and through the use of the Harvard Reading Films and other techniques, students make marked progress in their ability to read and to understand. This is very vital in connection with college work.

ALUMNI ASSOCIATION

Broadly speaking Southern Missionary College is a living institution made up of its alumni, faculty, and students. The Alumni Association promotes the interests of the school, fosters a spirit of friendship among former students, preserves worthy traditions of the College, and serves mankind through the exemplification and advocacy of the ideals of their Alma Mater.

The General Association holds an annual meeting on the day following Commencement. Local chapters in various sections of the country meet several times yearly. The Association publishes the *Alumni News Bulletin,* its official publication. It is distributed free to Alumni and friends of the College.

The Association maintains an office on the college campus which keeps the records of its regular members, some 2,000 graduates of Southern Missionary College, or of the institutions which preceded it (the Graysville Academy, the Southern Training School, the Southern Junior College). Associate membership in the organization is also granted individuals who have attended this institution at least one semester.

THE PREPARATORY SCHOOL

Connected with the College is Collegedale Academy, a fully accredited secondary school. While this school has a separate organization, it uses the facilities of the College. For information write to the principal of Collegedale Academy, Collegedale, Tenn.

THE SUMMER SESSION

THE SUMMER PLAN. The Summer Session of ten weeks is divided into two terms—the First Term of six weeks, and the Second Term of four weeks. Each is a separate unit in itself. The student may elect to attend either one or both terms.

CLASS LOAD. A normal full load is six semester hours for the first term. In exceptional cases, a maximum of eight hours may be permitted. The maximum load for the second term is three or four semester hours.

The Summer Session announcement of Southern Missionary College, containing detailed statements of the several courses offered and information of general interest to all students, will be sent on application to the Director of Admissions.

THE EDUCATIONAL PROGRAM

ADMISSION

Southern Missionary College is open to high school or academy graduates who, according to the judgment of the Admissions Committee, are qualified to pursue with profit the courses offered by the College. Factors in determining eligibility for admission are character, citizenship, reputation, health, scholastic achievement, and intellectual ability.

APPLICATION PROCEDURE. Application for admission is made on a blank supplied by the College. Correspondence concerning admission should be addressed to the Secretary of Admissions of Southern Missionary College, Collegedale, Tennessee. An applicant who has not previously attended Southern Missionary College should enclose with the application a small, clear photograph.

An applicant who expects the College to provide living quarters should send with the application the $5.00 room reservation fee. This deposit will appear as a credit on the final statement of the school year provided the room is left in good order. It will be refunded if the applicant is not admitted, or if he decides not to enter and so notifies the College before August 1 of the current year.

The applicant should request the schools previously attended to send directly to the Secretary of Admissions of this College a complete official transcript of all his secondary school and college credits. It is the responsibility of the applicant to see that such credentials are sent to Southern Missionary College in time for use in the consideration of his application. *No portion of the applicant's scholastic record may be omitted from the transcript submitted for consideration and no student may be officially registered until his transcripts are on hand.*

Transcripts of credit accepted toward admission become the property of the College and are kept on permanent file.

Students may be admitted by transcript (or certificate) of at least fifteen units from an accredited high school or academy. As the pattern of prerequisite requirements varies, those required for each curriculum are listed separately. Unless an exception is made by the Admissions Committee the student's secondary record must average "C" or above. See "Subject Requirements for Admission" on page 32.

FRESHMAN STANDING. Those graduates of accredited four-year secondary schools whose scholarship record is acceptable are admitted to freshman standing upon receipt of a properly certified transcript of fifteen units, but such students may have deficiencies to make up.

TRANSFER STUDENTS. A candidate for admission from another accredited institution of college rank may receive credit without examinations for such work, subject to the following requirements:

(a) He must have complete official transcripts from each previous institution attended. Each transcript should show entrance credits, a complete college record including scholarship and credits in each subject taken, and a statement of honorable dismissal, record of entrance, and physical tests taken.

(b) He must satisfy the entrance requirements of this college.

(c) Credit is regarded as provisional at the time of the applicant's admission. This work will not be recorded and passed on by transcript until the applicant has completed satisfactorily in this college, not less than twelve semester hours. A maximum of seventy-two semester hours, or 108 quarter hours, may be accepted from a junior college.

ADMISSION OF VETERANS ON G. E. D. TESTS. Admission to full freshman standing at Southern Missionary College is possible to veterans who, failing to meet the entrance requirements otherwise, can qualify on the following points: 1. The candidate must have completed elementary school; 2. The candidate must take the General Education Development tests at Southern Missionary College or at any other approved testing station making an average standard score of 45 with a minimum score of 35 on each test. In case the candidate falls below a score of 35 in any field, he must register for at least one unit in the secondary school in that field. These tests must be taken prior to or during the first month of attendance at the College. In addition to these, the applicant must take the American Psychological Examination and the Co-operative English test. If satisfactory scores are achieved on this battery of tests, the applicant may be admitted to freshman standing with the permission of the College Dean.

STUDENTS FROM OTHER COUNTRIES. Southern Missionary College accepts students from other countries. Experience has demonstrated that the following three things should be closely observed:

(a) Students from other countries should have a knowledge of English *before coming*; otherwise, the student is hopelessly handicapped.

(b) The Immigration authorities require that a sum of money be deposited with the school, and kept in trust by them, to cover the return fare of the student, his final bill, and to be used as an emergency fund in case of sickness. A thousand dollars is the amount usually deposited.

(c) The objectives of the student in coming to this country will be carefully considered. Preference will be given to the person who desires to improve his training so that he can return and assist his own people to a better way of life.

STUDENTS FROM UNACCREDITED SCHOOLS. Unless admitted as a veteran and as a result of G.E.D. tests, students from unaccredited high schools and academies, in addition to the above requirements, must take examinations for college entrance. Entrance examinations are given in various fields.

Students falling lower than the 30th percentile in one field are deemed to have failed in that field and will be required to enroll for an additional secondary unit in that field in order to meet college entrance requirements.

ADMISSION BY EXAMINATION. Mature persons (at least twenty-one years of age) who have not graduated from high school may be admitted to the College on the basis of scholastic aptitude and achievement test (G.E.D.) results. By means of these tests, given during the Freshman Week by the Director of the Testing Service, the candidate must demonstrate his ability to carry college work successfully.

ADMISSION AS AN ADULT SPECIAL STUDENT. A mature person who does not meet the regular admission requirements may be permitted to register as a special student and may accumulate lower division credit to a maximum of twelve hours. To continue further he must regularize his admission status.

Any person who is qualified to enter college on a regular basis but who does not desire to work toward the completion of a curriculum is registered as an unclassified student.

ORIENTATION DAYS. Two days at the beginning of each school year are devoted to the orientation of new students. It is essential that all freshmen and transfer students be in attendance. During this period placement and aptitude tests and a physical examination are given. No charge is made for these examinations if they are taken at the appointed time.

SUBJECT REQUIREMENTS FOR ADMISSION

UNITS REQUIRED FOR BACCALAUREATE DEGREE CURRICULUMS:

	Bible	English	For. Lang.	Math.	Nat. Sci.	Soc. Sci.	Elect.
Bachelor of Arts	1-3[a]	3	2[bc]	2[e]	2[g]	2[i]	k
B.A. in Theology	1-3[a]	3	2[bc]	2[e]	2[g]	2[i]	k
Bachelor of Science	1-3[a]	3	—	2[e]	1[gh]	1-2[j]	kl

UNITS REQUIRED FOR TWO-YEAR CURRICULUMS:

	Bible	English	For. Lang.	Math.	Nat. Sci.	Soc. Sci.	Elect.
Premedical*	1-3[a]	3	2[bc]	2[f]	1[g]	1[j]	k
Predental*	1-3[a]	3	d	2[f]	1[g]	1[j]	k

*IMPORTANT NOTE: The unit pattern given, with graduation from an accredited secondary school and completion of necessary college courses, satisfies the requirement for admission to Seventh-day Adventist schools of medicine, dentistry, dietetics, and nursing; but inasmuch as requirements for admission to other professional schools differ, a student preparing for professional training should acquaint himself with the secondary and collegiate requirements for admission to the particular school he desires to enter, and plan both his secondary school and college programs to meet these requirements.

a. One unit for each year of attendance in a Seventh-day Adventist secondary school, to a total of three units. Seventh-day Adventist secondary school graduates must present one unit in Bible Doctrines.

b. Both units are required in one language. One unit of credit in a modern foreign language is not accepted toward admission unless the second unit is earned or the language continued in college. One unit of a modern foreign language may be accepted as an elective unit.

c. A student who has no credit in foreign language may be accepted at S.M.C. but will be required to take eight more hours of foreign language in college than will the student with two foreign language credits from secondary schools.

d. It is highly recommended that prenursing and predental students present two units of foreign language, although they may be admitted to some nursing or dental schools without it. The student who presents these two units thus has the greater freedom, for he may qualify for all schools.

e. May be selected from the following: Algebra I, Algebra II, General Mathematics, Plane Geometry, Solid Geometry, or Trigonometry. Commercial or Applied Mathematics does not satisfy this requirement. Algebra is required for a B.S. in Nursing.

f. Algebra and Plane Geometry.

g. One unit must be a laboratory science, such as Physics or Chemistry. A second unit requirement may be met by General Science or Biology.
Physics is recommended; Biology, Chemistry, and General Science are accepted. A B.S. in Nursing requires 2 units of Natural Science.

h. For a B. S. in Nursing Physics is recommended; Biology, Chemistry, and General Science are accepted.

i. The Social Science requirements may be met by presenting two units from the following: American History, World History, General History, European History, Civil Government, Problems of Democracy, Economic Geography, and Economics. One unit must be history.

j. If only one unit of Social Science is required, it should be history. A B.S. in Nursing requires 2 units in Social Science one of which must be History.

k. Sufficient to make a total of fifteen units. Should be chosen to support the curriculum to be followed in college.

l. Nursing students are required to present sixteen units of secondary school credit.

ENTRANCE DEFICIENCIES: A student who has sufficient total acceptable units

but lacks specific required units, may be admitted to college and may make up entrance deficiencies, except mathematics, by taking college work in these subjects. When a college course is taken to remove an entrance deficiency, four hours are counted as the equivalent of one secondary school unit. These hours apply as elective credit toward graduation, except that credit in foreign language and Bible applies toward the basic requirements in these fields. Arrangements for removing all entrance deficiencies should be made at the time of first registration.

REGISTRATION

All students whose applications for admission have been approved must be on campus for all appointments for Orientation, Testing, Counseling, and Registration, which will occur between Monday, September 15, and Wednesday, September 17, from 7:30 A.M. to 5:00 P.M. All freshmen must take the full battery of tests. Transfer students must take these tests unless former scores appear with their transcripts. It is recommended that freshmen arrive on campus Sunday, September 14.

LATE REGISTRATION. A late registration fee of $5.00 is charged for first semester registration after September 19, and for second semester registration after January 30.

Any student who enters school late seriously handicaps himself at the outset especially in courses in science, mathematics, and foreign language. Students who register more than two weeks late will not be enrolled for a full schedule of course work, and may not enter certain courses because of the difficulty of making up the work. The course registration of a student entering after the first two weeks of a semester will be reduced one hour for each week or fraction thereof missed, including the first two weeks. A student may be admitted to a class after three weeks only by permission of the instructor and may not be admitted to the class after four weeks of any semester except by special permission of the Curriculum and Academic Standards Committee.

CORRECT REGISTRATION. The early completion of the basic courses affords the student greater opportunity:

1. To avoid difficulties in registration because of conflicts in schedule;
2. To specialize during the junior and senior years;
3. To choose electives during the junior and senior years;
4. To follow without loss of time sequences of courses involving prerequisites.

As early as possible the student should plan, in counsel with his major professor, the sequence of courses for his major so as to complete curriculum requirements in due time.

CHANGES IN REGISTRATION. Changes of registration for sound aca-

demic reasons may be made during the first week of a semester with the consent of the instructor concerned, the adviser, and the Registrar. After that time the permission of the Dean must also be secured. A change of program voucher becomes effective the date the voucher, signed by the proper persons, is received by the Registrar's Office.

During the week immediately following the registration days of each semester, a student may alter his course program without cost. Thereafter any change in registration carries a fee of $2.00.

Students may not change from one class section to another taught by a different teacher without the written consent of the Dean. Ordinarily this permission is granted only in the event of conflicts in the class schedule or work program.

DROPPING COURSES OR WITHDRAWING FROM COLLEGE

If a two-hour course is dropped within the first four weeks of the first or second semester, (first five weeks if a three-hour course, and first six weeks if a four-hour course) a "W" (withdrawal) is recorded.

If a course is dropped after the time limit set above, and up to and including the ninth week of the semester, a grade of "WF" or "WP" may be given by the instructor depending on the kind of work being done at the time; but if after the ninth week a course is dropped for any cause except for cases of unavoidable circumstances approved by the Academic Standards Committee, an "F" (failure) will be recorded.

STUDENT STUDY AND WORK LOAD

SEMESTER HOUR. A semester hour represents one fifty-minute lecture of recitation per week, or the equivalent, requiring two hours of outside study and preparation through a semester of eighteen weeks. A three-hour laboratory period counts for one semester hour of credit.

A full-time student, except for Korean veterans, in any semester is defined as one who is registered for a course load of twelve hours for that semester. If a student is working to defray a portion of his expenses, his course load will be adjusted accordingly. Since individuals vary in capacity, care is taken that each student shall have a reasonable balance in his labor-study load. Students who are below average will be required to take less work than the following schedule indicates. Those with above average ability and scholastic achievement may be permitted to attempt a slightly heavier program. These schedules are designed to insure sound scholarship and an essential safeguarding of health.

Labor Hours	*Credit Hours*	*Labor Hours*	*Credit Hours*
None	16	25 to 30	12
1 to 15	16	30 to 35	8 to 10
15 to 18	Not over 16	35 to 40	Not over 8
20 to 26	14	Above 40	Not over 6

In some cases a student, with superior health and ability may, upon the recommendation of his adviser and with the approval of the Dean, register for 18 semester hours if he has a grade point average of 1.5.

Except by approval of the Curriculum and Academic Standards Committee, no student may receive more than eighteen semester hours credit during any semester. Correspondence work in progress and incompletes are counted in the current load.

Once a student's work-study schedule is arranged, and he has entered upon his duties, his labor foreman may not require extra service without proper arrangement with the Dean.

Conversely, instructors may not require exceptional out-of-class assignments or appointments that interfere with the regular scheduled work program of the student without making proper arrangements with the Dean.

Except by permission of the President's Council, the minimum course load of a student living in one of the residence halls is eight hours.

CLASSIFICATION OF STUDENTS

Students are classified by the Dean. The classification for which a student qualifies at the first semester registration ordinarily continues through both semesters. A student who desires reclassification at the beginning of the second semester shall make written application to the Dean and must meet the full requirements for the particular classification sought except that (1) officers of classes may not be reclassified and (2) seniors must remain in the junior class unless they are candidates for graduation in May or August of the current year. Candidates for graduation who did not join the junior class will be required to pay to the senior class an amount equivalent to the junior class fee.

The following schedule governs the classification of students entering the first semester and new students the second semester:

FRESHMEN. Completion of a four-year high school course, except that freshmen may be admitted conditionally on the completion of fourteen acceptable units, and on condition that the remaining one unit is taken during the first year on the college campus.

SOPHOMORES. Twenty-four semester hours of earned credit.

JUNIORS. Fifty-six semester hours with "C" average, the hours to include basic requirements completed, and the average computed separately on hours earned in Southern Missionary College. Registration for

the junior year shall include any lower biennium basic requirements not already fulfilled or any deficiencies.

SENIORS	1ST SEMESTER	2ND SEMESTER
For full standing	91 semester hours	128 semester hours
For summer session	82 semester hours	99 semester hours

The semester hours prescribed above must be of "C" average or in the case of Theology and Teacher Education 1.25. For full standing current registration must satisfy all remaining requirements for a degree.

If a course is taken by correspondence during the senior year, the transcript of credit must be on file in the Registrar's Office four weeks before graduation. Incompletes must be removed by the middle of the last term.

SPECIAL. A person at least twenty-one years of age who does not meet the minimum entrance requirements. For further information, see "Adult Special" under "Admission."

ADMISSION OF SOPHOMORES TO UPPER BIENNIUM COURSES. A sophomore may register for one or more upper biennium courses, for upper biennium credit, provided he has earned, with an average of "C" or above, fifty hours including basic freshman and sophomore courses already taken, and provided, also, that his current registration completes the fulfillment of lower biennium basic requirements.

In exceptional cases, a sophomore may be admitted to an upper biennium course for lower biennium credit. A sophomore desiring admission to an upper biennium course makes application to the Academic Standards Committee.

ADDITIONAL HOURS. On approval of the division chairman and of the instructor concerned, and of the Dean, a junior or a senior may earn an additional hour of credit in connection with an upper biennium course completed or being carried, provided he has completed or is currently completing without special registration, not less than fifteen hours in the department concerned.

AUDITING COURSES. By permission of the Dean, and the instructor concerned, a student may audit only a lecture course which does not consist entirely or in part of laboratory. He should register as an auditor at the time of registration. No credit is given for a course audited. The tuition charge is one-half that for credit, and the course counts at half value in the student load. A student may not repeat a course for credit after he has audited the course.

ATTENDANCE AT CLASS APPOINTMENTS

No class absences are allowed except for illness, authorized school trips, or emergency; hence the student may incur a reduction in grade for any unexcused absence. Excusable absences are those occasioned by illness, authorized school trips, or emergency, and when so recognized by the Dean of the college the student may be permitted to make up the work lost. Such requests must be presented to the Dean within 48 hours after the student resumes attendance, and the work must be made up within a week after the absence.

Teachers will send a report to the Dean's office when the number of absences in a course equals the number of class appointments for one week. If the total number of absences in any semester exceeds the number of class appointments in a two weeks' period the teacher will consult with the Dean as to whether the student will be allowed to continue the class or get a grade of FA. Cases of such students may be reviewed by the Academic Policies Committee upon petition of the student.

The school nurse or the deans of the school homes will turn in lists of ill students to the Dean's office each day before noon.

Absences immediately preceding or following a vacation period, announced picnic, field day, or from the first appointment of the second semester, by a student in attendance the first semester, carry penalties. The penalty for missing each class period shall be equivalent to the penalty for missing two regular class periods.

Tardiness. Students who are late for class must report such fact to the instructor before leaving the classroom; otherwise the tardiness will count as an absence. At the discretion of the teacher, three reported tardinesses may be counted as one absence; also students who leave class without permission are counted absent.

CHAPEL ATTENDANCE

In principle the chapel absence policy is the same as for class absence in that no absences are allowed except for illness, authorized school trips, or emergency. If the number of unexcused absences in any one semester exceeds the number of chapel periods in one week, the student will be asked to reregister at a cash fee of $5.00. Additional unexcused absences will subject the student to disciplinary action by the Government Committee of the faculty.

A student leaving chapel after the record has been taken will be counted absent. If a student is tardy three times, it will be counted as one absence.

WORSHIP ATTENDANCE

Regular attendance at morning and evening worship is required of all students living in the Residence Halls. The regulations for absences from worship are the same as those above for chapel attendance, except that a student is allowed five absences per month from morning or evening worship. The residence deans are responsible for issuing the notices for each absence beyond that number.

THE USE OF AUTOMOBILES BY RESIDENCE-HALL STUDENTS

Recognizing that the use of an automobile frequently militates against a satisfactory school program, the College has adopted and enforces a policy which permits only residence-hall students who are lower biennium students twenty-one years of age, or more, and those of a junior or senior status, to possess or operate an automobile on the campus, providing the automobile is properly insured, and that the student meets the following requirements:

1. His scholastic grade point average must not be lower than 1.25 for the preceding semester or nine-week period.

2. His conduct must have demonstrated him to be fully in harmony with the standards and regulations of the institution.

3. His budget as prepared by the Assistant Business Manager must show that he can meet his financial obligations to the College as well as operate an automobile.

4. Within 48 hours of his arrival on the campus he will make formal application to the Dean of Men for a driving permit, and agree to abide by the campus automobile regulations. Copies of these application blanks will be furnished by the residence hall dean upon request.

5. All automobiles not eligible for a permit as provided by the above requirements shall be returned home promptly or a $10 per semester cash storage fee will be payable in advance.

All permits are void at the end of the school year (May 31) and may be renewed after June 1 for the academic year.

GOVERNING STANDARDS

GENERAL. In the light of the objectives of the College the religious phase of the student's education is of paramount importance. Students applying for entrance to the College thereby pledge themselves to maintain the Christian standards of the institution, to attend all regularly scheduled religious services, and to give due respect to things spiritual.

Any student who does not maintain a satisfactory scholarship or industrial record, or who, in the judgment of the President's Council, is unresponsive or non-cooperative in his relation to the objectives of the College, may be dismissed without specific charges.

MORAL CONDUCT. Students must refrain from indecent or disorderly behavior, from profane or unbecoming language, from the use of tobacco and alcohol, from reading pernicious literature, from playing cards, from visiting pool rooms, bowling alleys or gambling places, from attending the theater, dances, or any other entertainment not approved by the President's Council.

LEAVE OF ABSENCE. Permission for ordinary leave of absence from the campus is to be obtained from the dean of men or the dean of women. The student's handbook should be consulted for information regarding week-end and other special leaves.

MARRIAGES. No student may receive permission to marry during the school year. Secret marriages are not approved and are considered sufficient reason for severing a student's connection with the College.

RESIDENCE. All unmarried students who do not live with their parents, near relatives, or legal guardians, are expected to live in the residence halls on the campus. Exceptions may be made occasionally for reasons approved by the President's Council.

Information as to room furnishings to be supplied by the student is given in the students' handbook which is mailed to each person who applies for admission. It is also available upon request.

ANNOUNCED REGULATIONS. Any regulation adopted by the faculty and announced to the students will have the same force as if printed in the catalog or in the handbook, *S.M.C. and You.*

CORRESPONDENCE AND EXTENSION WORK

Southern Missionary College offers no extra-mural instruction; therefore, all credits from this college must be earned in residence.

The maximum of correspondence and/or extension credit which may apply on a four-year curriculum is twelve hours; for a two-year curriculum, eight hours.

Students may not take correspondence work in the upper biennium on their major or minor. Exceptions to this are granted only on approval of the Curriculum and Academic Standards Committee. A student may not repeat by correspondence a course in which he has received an F.

In no case may more than eighteen hours of residence work and correspondence work be carried in a semester. To count as accepted credit, correspondence work must carry a grade of "C" or above, and must apply on the curriculum in which the student is enrolled.

No credit will be accepted from a correspondence school that is taken while the student is enrolled in Southern Missionary College, unless that course is not being offered by the College or approval secured by the Dean of the College. Courses taken during the summer vacation must be approved in advance by the Dean or they will not be accepted for credit.

Credit for work taken with any standard correspondence school is granted as follows: (1) A grade of "D" on any correspondence work may not be recorded, (2) a grade of "C" is accepted without examination provided it is not to be applied on a major, and (3) a grade of "C" with validation examination, or of "B" or above without examination, is accepted on a major.

No correspondence credit will be entered on a student's record until he has earned twelve semester hours in residence with a scholastic average of "C". Correspondence credit will not be entered after six months from the close of the last semester in residence.

EXAMINATIONS

COURSE EXAMINATIONS. Examinations are given in all courses at mid-semester and the last week of each semester. Students are required to take examinations at the time scheduled, unless prevented by illness or other unavoidable circumstances.

For admission by examinations see page 32.

EXEMPTION EXAMINATION. A student may be exempt by examination from a specific course requirement for graduation (such as within the basic group, or within or accompanying a major or a minor) provided he passes with a grade of at least "C" a comprehensive examination covering the particular course. The examination for exemption shall be authorized by the Curriculum and Academic Standards Committee. No hours of credit are given for an exemption examination. The fee is $2.00.

SPECIAL EXAMINATIONS. Special examinations are given when justified by circumstances, such as sickness or necessary absence from the campus. The fee is $2.00. The student must pay this fee at the Accounting Office and present the receipt to the teacher before being allowed to take the examination. In cases where this works an undue hardship on the student an appeal may be made to the Curriculum and Academic Standards Committee for rebate of fee. Such examinations must be made up within three weeks from the time the student returns to classes.

A re-examination is permitted only by consent of the Curriculum and Academic Standards Committee.

GRADES AND REPORTS

Mid-semester and semester reports of the scholastic standing of each student are issued to the student and his parent or guardian. Semester grades are kept on permanent record by the College.

The following system of grading is used: Grade Points per Semester Hour

A—Superior 3
B—Above average 2
C—Average 1
D—Below average 0
F—Failure ..... Minus 1

If a student is found cheating his entire grade to that point becomes F.

E—Warning for "below passing" scholarship. This grade may be given only at the nine weeks period.

I—Incompletes because of illness or other unavoidable delay. An incomplete received during the first semester must be removed by the end of the second semester or it becomes an F; incompletes received during the second semester or summer session must be removed before the end of the first semester of the following school year.

A teacher may not give an incomplete grade without authorization from the Dean. A student who believes he is eligible for an incomplete must secure from the Registrar's Office the proper form on which he may file application with the Dean to receive an incomplete.

Wp—Withdrew passing (See page 35)
Wf—Withdrew failing ..... Minus 1
Au—Audit
S—Satisfactory (for music organizations only)
U—Unsatisfactory (for music organizations only)

A grade correctly reported to the Registrar can be changed only upon repetition of the course. When a course is repeated to raise a grade, it must be done before a more advanced course in the same field is completed. Credit may not be earned in a course after a more advanced course in the same field has been taken. No grades will be recorded for a course for which the individual concerned has not registered. After a semester grade has been recorded no change in credit for the course may be made.

HONOR ROLL

An honor roll is compiled twice each semester. It contains the name of each student who for the period covered has carried a minimum of eight semester hours, has attained a "B" average, and has received no grade of "I," "E," "F," or "Wf."

GRADUATION STANDARDS

General Requirements

A student may qualify for graduation by fulfilling all curriculum requirements for the degree or diploma sought and by meeting the standards of the College as to character. A student who discontinues his attendance at Southern Missionary College for a period as long as two consecutive calendar years shall meet the requirements for graduation as set forth in one of the catalogs current after his re-entrance. Special consideration will be given to students who have been forced to discontinue attendance because of being drafted by the Selective Service System.

A student who has received one bachelor's degree may receive a second bachelor's degree provided that all requirements for both degrees are fully met, and provided also that the curriculum offered for the second degree includes at least thirty semester hours earned in an additional year of residence and not counted for the first degree.

The responsibility for meeting graduation requirements rests primarily with the student. He should acquaint himself with the published requirements and plan his course so as to fulfill them, for he is eligible for graduation only when the records in the Registrar's Office show he has met all the requirements listed in the college catalog.

Graduate Record Examinations

During recent years an increasing number of graduate and professional schools and employers have been requiring applicants for employment or admission to file, together with other credentials, their scores in the Graduate Record Examinations. To make these scores available to graduates as well as to provide a national standard norm by

which to evaluate the teaching and learning processes at Southern Missionary College, these tests are now required to be taken by every candidate for a baccalaureate degree during the final semester of his senior year. The College administers the tests each year on the Institutional Testing Program whereby the entire senior class writes on the tests on the same day.

Candidacy for Graduation

To be graduated, a student must have completed all requirements for graduation. A student may become a candidate for graduation when he enters upon the semester during which it will be possible for him to complete all the requirements for his graduation. Candidates for graduation at the close of the ensuing summer session will participate in the summer graduation exercise.

Formal application for graduation should be made at the Registrar's Office during the first semester of the senior year. All resident candidates for graduation must be members of the senior class. Seniors who did not participate in the junior class of the previous year are assessed an amount equal to the junior class dues.

Graduation with Honors

A candidate for graduation with a grade point average of 2.5 or above, and whose record shows no grade lower than a "C," may be considered for graduation with honors. The Academic Policies Committee recommends the candidate to the faculty for approval of this honor. Transfer students must have earned 36 hours in residence to qualify for graduation with honors.

Graduation in Absentia

Each candidate for graduation must be present to receive his diploma unless granted written permission by the President of the College to be graduated *in absentia.* Written application should be made early in the second semester of the senior year and permission will be granted only in cases of evident necessity. A ten-dollar fee is assessed on all those graduating *in absentia.*

DIVISIONS OF INSTRUCTION

The several departments or areas of instruction have been grouped by related fields into nine divisions:

I. APPLIED ARTS AND SCIENCES

CHAIRMAN: HARRY HULSEY

1. Agriculture
2. Home Economics
3. Library Science
4. Industrial Education
5. Vocational Training

II. BUSINESS ADMINISTRATION

CHAIRMAN: L. N. HOLM

1. Accounting
2. Economics
3. General Business
4. Secretarial Science

III. EDUCATION AND HEALTH

CHAIRMAN: K. M. KENNEDY

1. Education
2. Psychology
3. Health
4. Physical Education

IV. FINE ARTS

ACTING CHAIRMAN: ACADEMIC DEAN

1. Art
2. Music

V. LANGUAGES AND LITERATURE

CHAIRMAN: C. G. BUSHNELL

1. English
2. Speech
3. Foreign Languages

VI. NATURAL SCIENCES AND MATHEMATICS

CHAIRMAN: JOHN CHRISTENSEN

1. Biology
2. Chemistry
3. Physics
4. Mathematics

VII. RELIGION AND APPLIED THEOLOGY

CHAIRMAN: E. C. BANKS

1. Bible
2. Religion
3. Applied Theology

VIII. SOCIAL SCIENCES

CHAIRMAN: G. E. SHANKEL

1. History
2. Political Science
3. Sociology
4. Geography

IX. NURSING

CHAIRMAN: MAZIE HERIN

CREDIT HOURS

One credit hour represents one fifty-minute recitation or lecture period per week throughout the semester of eighteen weeks. Each class period presupposes an average of two hours of preparation. One laboratory period of approximately three hours is considered equal in value to one lecture or recitation period.

ALTERNATING COURSES

Of the courses listed, those marked with an asterisk probably will not be given in 1958-59; those without this mark will be given if there is sufficient demand. The College reserves the right to withdraw temporarily any course for which there is not adequate enrollment.

COURSE NUMBERS

Courses numbered 1 to 49 are lower biennium courses taken mainly by freshmen, and 50 to 99 mainly by sophomores; those numbered 100 to 149 are upper biennium courses open primarily to juniors, and 150 to 199 open primarily to seniors.

Course numbers that stand alone (e.g. 56) represent courses of one semester which are units in and of themselves.

Course numbers separated by a hyphen (e.g., 1-2) represent year courses, the semesters to be taken in order given. Credit for the first semester only will not apply toward graduation from any curriculum.

Course numbers separated by a comma (e.g. 41, 42) represent units in and of themselves either one of which may be counted for graduation without reference to sequence.

Course numbers separated by a colon (e.g. 11:12) are year courses in which the first course is a prerequisite to the second; however, credit may be given for the first semester when taken alone.

A sophomore may register for one or more upper biennium courses, for upper biennium credit, provided (1) he has earned, with an average of "C" or above, fifty hours including basic freshman and sophomore courses already taken, and (2) his current registration completes the fulfillment of lower biennium basic and major requirements. In exceptional cases, a sophomore who does not fulfill the above requirements may be admitted to an upper biennium course for lower biennium credit. Application for permission to do this is made in the Registrar's Office.

DEGREES OFFERED

The College offers three degrees, *Bachelor of Arts, Bachelor of Music Education,* and *Bachelor of Science.* These degrees differ only in content of courses.

The Bachelor of Arts degree may be earned in the following fields:

Subject	Required Semester Hours Major	Minor	Page
Biology	30	18	106
††Business Administration	30	18	62
Chemistry	30	18	110
English	32	18	98
History	30	18	127
Music Performance	32	18	92
Physics	30	18	116
†††Religion	30	22†	122
Spanish	30	18	103
Theology	30	18	121

The Bachelor of Music Education Degree: *Major,* 55; *Minor,* 18.

The Bachelor of Science degree may be earned in the following fields:

Subject	Required Semester Hours Major	Minor	Page
††Business Administration	30	18	64
Chemistry	36-39	18	113
Foods and Nutrition	30	18	52
Home Economics	30	18	51
Industrial Education	36	18	56
Medical Secretarial Science	30	18	68
Natural Sciences	36	18	115
Nursing	61		88
Secretarial Science	30	18	67
Teacher Education		18	74

TWO-YEAR CURRICULUMS

These curriculums are designed primarily for students who wish a training that is practical in that it prepares the individual to work efficiently and effectively in some particular area. The student is awarded a diploma upon the successful completion of one of the following curriculums:

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† A minor in Religion requires six hours in addition to the basic requirements. Four hours in Applied Theology may count on this major.

†† There is a Business Administration major for Publishing Leaders, and one leading to the Certified Public Accountant Examinations.

††† Six hours in Applied Theology may count on a major in Religion for non-theology students.

Bible Instructor, see page 126.

General Office Secretary, see page 68.

Home Economics, see page 52.

Medical Secretary, see page 69.

PRE-PROFESSIONAL AND PRE-TECHNICAL CURRICULUMS

Some students desire to combine their requirements for the undergraduate degree with special preparation for professional graduate work. The ideal preparation for advanced study is the completion of the four-year program leading to the bachelor's degree. This ideal is growing out of the experience of students in the professional schools. Southern Missionary College offers work in the following:

Pre-Medical, see page 131.

Pre-Dental, see page 131.

Pre-Laboratory Technician, see page 132.

Pre-Physical Therapy, see page 134.

Pre-X-ray Technician, see page 133.

Pre-Optometry, see page 133.

Pre-Pharmacy, see page 134.

Pre-Engineering, see page 135.

Pre-Law, see page 135.

GENERAL REQUIREMENTS FOR ALL BACCALAUREATE DEGREES

1. Admission to the bachelor of arts curriculum is granted according to the requirements listed on pages 32 and 33.

2. A minimum of 128 semester hours in courses applicable toward this degree.

3. The total hours for a degree, except for the B.S. in Teacher Education and in Nursing, shall include a major and a minor or two majors chosen from the lists given below.

4. A minimum of forty semester hours of upper biennium credit.

5. An average of one grade point per semester hour on all work taken in this college as well as on all transfer credits. A grade point average of 1.25 is required of Theology and Education majors.

6. Not less than twenty-four semester hours, of which twenty must be in the senior year, are required to be earned in residence at this college.

MAJORS AND MINORS

MAJOR REQUIREMENTS. The student should choose a major field of specialization preferably by the beginning of the second semester of the sophomore year. Specific requirements for majors are given immediately preceding the descriptions of courses in the several departments of instruction.

Each major consists of a minimum of thirty semester hours of which fourteen must be upper biennium credit and six of these must be earned in this college.

No course in which a student has received a grade of "D" may apply on a major or minor.

MINOR REQUIREMENTS. A student should choose his minor field not later than the beginning of the second semester of the sophomore year. A minor may not be earned in the field chosen for the major. All minors consist of eighteen semester hours except Religion which consists of the basic requirements plus six hours.

Six hours of a minor shall be earned in the upper biennium. A minimum of three hours of upper biennium credit on the minor must be earned in this college.

The fields in which minors may be earned are given below. See the appropriate section under "Division of Instruction" (page 45) for further information.

Biblical Language	German	Printing
Biology	History	Psychology
Business and Economics	Home Economics	Religion
Chemistry	Industrial Education	Secretarial Science
Education	Mathematics	Spanish
English	Music	Speech
French	Physics	

BACHELOR OF ARTS

(With majors in eleven fields) See page 47.

Core Curriculum Requirements

ENGLISH ..... 10 hours

Six hours must be in Freshman English, which is to be taken in the freshman year. The remaining four hours must be in literature and should be taken in the sophomore year.

FINE ARTS ..... 4 hours

Required: Art 61 or Music 62.

FOREIGN LANGUAGES ..... 6-14 hours

1. Six hours of the foreign language in which two units have been earned in secondary school. To be taken in the freshman or the sophomore year.

2. Fourteen units in one language, if different from the language in which two units have been earned in secondary school, should be taken if possible in the freshman and sophomore years.
3. Fourteen units in one language, if no foreign language or less than two units in one foreign language was taken in secondary school, should be taken if possible in the freshman and sophomore years.
4. This requirement may be fulfilled by credit in Greek, Latin, or a modern foreign language.
5. Any student whose mother tongue is not English may be exempted from the foreign language requirement if he presents three secondary units of his native language on his transcript.

HEALTH ..... 1 hour

Required: Health 7, 8, or equivalent. Must be taken in the freshman or sophomore year.

NATURAL SCIENCES—MATHEMATICS ..... 12 hours

May be selected from the fields of Biology, Chemistry, Mathematics, and Physics. Six hours sequence must be selected from a science field with laboratory to be completed in the freshman and sophomore years. (Bus. Math., Fundamental Concepts, or Functional Math., not accepted.)

RELIGION ..... 12-16 hours

A student presenting three or more units of credit in Bible from the secondary school needs twelve hours; one presenting two units, fourteen hours; and one presenting one unit or less, sixteen hours. Approximately half of this requirement should be taken in the freshman and sophomore years. At least four semester hours should be of upper biennium credit.

SOCIAL SCIENCES ..... 12 hours

Six hours must be in a history sequence taken in the freshman or sophomore year. The remaining six hours may be chosen from the following: Economics 71, 72; Geography 141; and any courses in history or political science.

VOCATIONAL ..... 4 hours

May be chosen from the courses in Agriculture, Industrial Education (vocational in nature), Secretarial Science (Courses 13 and 14), Home Economics (Courses 1, 2, 21, 22), Education 15, Printing (Courses 17, 18, 67, and 68), or any vocational training program. (See page 60). In cases where the student can furnish evidence of satisfactory proficiency in a trade, the Division Chairman may recommend to the Curriculum and Academic Standards Committee that the student be allowed to omit the vocational requirements and add the four hours to his elective group. Students with a major or a minor in Chemistry or Physics will have met the vocational requirement.

Two of the following subjects are required of degree candidates: Fundamentals of Education 21 or 22, Prophetic Gift 5, Health Principles 51.

NOTE: While it is preferable to take as many of the Core Curriculum requirements as possible on the freshman and sophomore level, a student will *not* be required to complete all of them before registering for upper biennium work. However, the following basic requirements *must be met* before the student registers for any upper biennium course.

Foreign Language	6	Religion	4-6
Natural Sciences and Mathematics	6	History	6
English	6		

APPLIED ARTS AND SCIENCES

HARRY HULSEY, *Chairman,* DOROTHY CHRISTENSEN,
KENNETH DUNN

AGRICULTURE

Like the land grant colleges of an earlier period, Southern Missionary College believes in the educational values of practical work on the land and in the shop. At present, we offer but one course in the area of agriculture and that to meet a specific need.

1, 2. *Country Living* *Each semester,* 2 *hours*

This is a course intended to acquaint students with various phases of country living. It is intended especially to be of assistance to those who make their homes in the suburbs and country sections even though their occupation may not be farming as such. Special attention will be given to gardening, landscaping, soil building, horticulture, poultry, and dairy husbandry.

HOME ECONOMICS

The courses in this area are designed to prepare students for a career in some field of Home Economics, and at the same time give cultural and practical knowledge of the essentials of successful homemaking.

A separate sequence of courses is presented for students who wish to go into the field of dietetics and institution management.

Bachelor of Science With a Major in Home Economics

COURSE REQUIREMENTS

MAJOR (Home Economics)	30 hours
Including 1, 2, 4, 21, 22 (14 hours of which must be upper biennium).	
Minor	18 hours
Education—Psychology 51 or 52	2 hours
English 1-2	6 hours
Literature 31, 32 or 41, 42	4 hours
Fine Arts 61 or 62	4 hours
Health 4, 7, 8	3 hours
Natural Sciences—Mathematics	12 hours
Religion	12-16 hours
Social Science 82	12 hours
Two of the following courses are required:	
Education 21 or 22, Religion 5, Health 51	4 hours

Electives—sufficient to make a four-year total of 128 semester hours.

Those who plan to do graduate work in Home Economics should include General Chemistry 1-2; Biology 12 and 22; and Economics 71 and 72.

Those who wish to prepare for a teaching career should qualify for teacher certification. See page 76.

A Bachelor of Arts degree with a major in Home Economics may be obtained by meeting the requirements given on pages 49 and 50 with 30 hours in Home Economics, including courses 1, 2, 4, 21, 22.

Bachelor of Science With a Major in Foods and Nutrition

COURSE REQUIREMENTS

Home Economics majors who wish to meet the requirements for graduate internships offered by the American Dietetics Association must meet the requirements listed.

MAJOR (Home Economics)	30 hours
Including 1, 2, 4, 101, 102, 161, 162, 171, 172.	
MINOR (Chemistry—including 1-2; 83; 171: 172)	18 hours
Business Administration 31, 71, 72	9 hours
Education	4-6 hours
Psychology	2 hours
English 1-2	6 hours
Literature 31,32 or 41,42	4 hours
Fine Arts 61 or 62	4 hours
Health 7, 8	1 hour
Biology 12, 22	7 hours
Religion	12-16 hours
Social Science 82	12 hours
Two of the following courses are required:	
Education 21 or 22, Religion 5, Health 51	4 hours
Electives sufficient to make a four-year total of 128 semester hours.	

Men and women who are majoring in other fields may take a minor or electives in home economics. A minor in home economics requires 18 hours including Home Economics 1, 2, 4, 21, 22. A minor in foods and nutrition requires 18 hours including Home Economics 1, 2, 3, 161, 162.

Two-year Curriculum in Home Economics

A two-year curriculum in Home Economics is offered primarily to prepare young women for successful homemaking.

COURSE REQUIREMENTS

Home Economics 1, 2, 4, 21, 22, 32, 41, 42, 81	23 hours
English 1-2	6 hours
Religion	8 hours
Social Science 82	10 hours
Fine Arts	4 hours
Health 7, 8, 51	3 hours
Biology 12	3 hours
Education 15	2 hours
Electives	5 hours

FOODS AND NUTRITION

1. *Foods* — *First semester, 3 hours*

Basic principles of food composition, selection, and preparation. Two hours lecture and one laboratory period each week.

2. *Nutrition* — *Second semester, 2 hours*

Principles of nutrition and their application to everyday living.

4. *Meal Planning* — *Second semester, 1 hour*

Menu planning, marketing, meal preparation, and table service. Prerequisite: Home Economics 1. Three hours laboratory each week.

6. *Foods* — *Second semester, 1 hour*

Principles of food preparation and selection with an introduction to the planning and service of meals for nurses, teachers, and others not taking Foods 1. Three hours laboratory each week.

101, 102. *Experimental Foods* — *Each semester, 2 hours*

Individual and class problems in food preparation, calculating costs, preparing and serving meals for special occasions. Prerequisite: Home Economics 1, 2. One hour lecture and one laboratory period each week.

161. *Advanced Nutrition* — *First semester, 3 hours*

A study of the principles of normal nutrition as it applies to individuals at different ages. Prerequisites: Home Economics 1, 2, 3, and Chemistry 1 and 2 or by approval. Two hours lecture and one laboratory period each week.

162. *Diet Therapy* — *Second semester, 3 hours*

A study of the principles of nutrition as applied to physiological conditions altered by stress, disease, or abnormalities. Prerequisite: Home Economics 161. Two hours lecture and one laboratory period each week.

*171:172 *Institution Management* *Each semester, 3 hours*

A study of quantity cookery, menu planning, institutional equipment, purchasing, management-personnel relationships, laboratory experience in college food services, and sanitarium and hospital food services. One hour lecture each week. Laboratory work by appointment.

HOME MANAGEMENT AND CHILD CARE

41. *Home Management* *First semester, 2 hours*

A study of family problems and goals with emphasis on planning personal and family schedules, conserving time and energy, financial plans and family housing.

42. *Art in Everyday Living* *Second semester, 2 hours*

The study of principles of art as they are related to everyday problems such as house design and decoration, selection of furniture, flower arrangement, pictures, accessories, and other home furnishings.

112. *Home Furnishings* *Second semester, 3 hours*

A study of the factors influencing the planning and furnishing of the home from the standpoint of comfort, beauty, and economy. Two hours lecture and a laboratory.

32. or 132. *Child Growth and Development* *Second semester, 3 hours*

A study of the child, beginning with prenatal care through the years of babyhood and early childhood. The family as a background for growth and development. Experience with babies and preschool observation and participation to be arranged. Two hours lecture and three hours laboratory by arrangement each week.

81. or 181. *Practice in Home Management* *Either semester, 4 hours*

Experience in solving problems of family living, care of a home, budgeting, laundering, entertaining, planning, marketing, preparing and serving meals in the home management apartment for six weeks, projects to be planned before and written up after this period. One class period each week. Prerequisite: Home Economics 1, 2, 4, 41.

TEXTILES AND CLOTHING

21. *Clothing Construction and Textiles* *First semester, 2 hours*

A course in fundamental clothing construction. Basic textile principles are studied. Color, line, and design as related to the figure are

*Not offered 1958-'59.

studied. Use and alteration of commercial patterns. One hour lecture and one laboratory period each week.

22. *Clothing Construction and Selection* *Second semester, 2 hours*

A study of the factors essential to intelligent selection and care of clothing with emphasis on suitability of dress, buying of clothes and planning a suitable wardrobe. Fundamentals of construction and fitting are also emphasized. One hour theory, three hours laboratory each week.

119. *Textiles* *First semester, 2 hours*

A study of textile fibers and fabrics and factors influencing their construction, finish and design. Selection and identification for consumer use. Two hours lecture each week.

*121. *Flat Pattern Design and Dress Construction*
First semester, 2 hours

The use of the basic pattern in dress designing and construction with emphasis on fitting. Prerequisite: Home Economics 21, 22 and 119. Course 119 may be taken concurrently One hour lecture and one laboratory period each week.

*122. *Tailoring* *Second semester, 2 hours*

A study of the techniques of tailoring and their practical application to women's suits and coats. Prerequisites: Home Economics 21, 22, and 121 or by approval. One hour lecture and one laboratory period each week.

141, 142. *Home Economics Seminar* *Each semester, 1 hour*

A study of problems, research, and trends in the various fields of home economics. Registration conditional upon consent of instructor.

LIBRARY SCIENCE

93, 94. *Library Methods* *Both semesters, 4 hours*

The basic elements of library science and school library methods. Designed to impart a practical knowledge of how to organize and administer a library; how to select, acquire, and catalog books; and how to relate the library to the needs of the pupils. Lectures and laboratory practice in the college library.

INDUSTRIAL EDUCATION

The purpose of the courses in Industrial Education is to provide opportunity for students to learn at least one trade; to train teachers of industrial arts and to develop supervisors and plant managers for home and foreign mission enterprises.

*Not offered 1958-'59.

Bachelor of Science with a Major in Industrial Education

COURSE REQUIREMENTS

MAJOR (Industrial Education)	36 hours
Including 1, 2 or 4; 17; 98-99; 91 or 102; 121; 193, 194; 195, 196.	
MINOR (Education recommended)	18 hours
Business Administration—Accounting	6 hours
English 1-2	6 hours
Literature 31, 32 or 41, 42	4 hours
Fine Arts 61 or 62	4 hours
Health 7, 8, 22	3 hours
Natural Sciences—Mathematics	12 hours
Religion	12-16 hours
Social Science 53, 54	12 hours
Two of the following courses are required:	
Education 21 or 22, Religion 5, Health 51	4 hours
Electives—sufficient to make a four-year total of 128 semester hours.	

MINOR: A minor in Industrial Education in the Arts and Sciences curriculum requires eighteen hours. Courses 91 or 102 are recommended providing one or more first-year laboratory courses have been taken. A minor in printing in the Arts and Sciences curriculum requires eighteen hours. In the Vocational Training program as outlined on pages 60, 61, credit to a total of five semester hours may be earned to apply on the printing minor.

Teacher Certification: See page 75 for specific requirements.

All Industrial Education majors and pre-eng. students are required to own a drawing kit consisting of suitable drawing instruments—triangles, scales, T-square, and drawing board.

Due to the variation in the types of content included in these courses, the following tabulation is given to indicate the time requirements for credits. Figures in parentheses indicate hours in preparation:

1 period per week (2)	18 weeks	1 semester hour
2 periods per week (1)	18 weeks	1 semester hour
3 periods per week (0)	18 weeks	1 semester hour
6 periods per week (0)	9 weeks	1 semester hour
12 periods per week (0)	9 weeks	2 semester hours
10 periods per week (2)	9 weeks	2 semester hours

MECHANICAL AND ARCHITECTURAL DRAFTING

1. *Instrumental Drawing* *First semester, 3 hours*

Designed to give fundamental training in the use of instruments, and in the selection of equipment and drawing materials; training in systems of projection and dimensioning practice. One hour lecture and six hours laboratory each week.

2. *Mechanical Drawing* *Second semester, 3 hours*

Designed to acquaint students with basic machine elements, special practices and fields. Prerequisite: Instrumental Drawing 1. One hour lecture and six hours laboratory each week.

4. *Architectural Drawing* *Second semester, 3 hours*

Prerequisite: Instrumental Drawing 1, or a beginning course in Mechanical Drawing. A survey of the field in its various phases, and the acquisition of a working knowledge of technique, symbols, materials, plan reading, tracing, and blue-printing. One hour lecture and six hours laboratory each week.

†103-104. *Advanced Mechanical Drawing* *Each semester, 3 hours*

Prerequisite: Instrumental and Mechanical Drawing 1, 2, or equivalent.

The processes to be studied are: isometric drawing, oblique drawing, intersections, and sectional views, map and topographical drawing, seacraft and aircraft drawings, details, and tracings. One hour lecture and six hours laboratory each week.

191-192. *Architectural Drawing* *Each semester, 3 hours*

Prerequisite: Instrumental and Architectural Drawing 1, 4, or their equivalent.

Students will be expected to work out for a full-size structure a complete set of plans, details, specifications, bill of materials and labor, and total costs. One hour lecture and six hours laboratory each week.

CONSTRUCTION AND DESIGN

11. *General Woodworking* *First semester, 2 hours*

The study of hand and machine tool processes, with opportunity for working out selected projects in the laboratory. The use and care of tools, selection of projects, shop sketching. One hour lecture and three hours laboratory each week.

12. *General Woodworking* *Second semester, 2 hours*

The study of hand and machine tool processes, with opportunity for working out selected projects in the laboratory. The use and care

†Will be offered on demand.

of tools, selection of projects, shop sketching, finishing processes, and finishing, designing furniture, matching grain, selection of hardware, and methods of displaying finished products. One hour lecture and three hours laboratory each week.

†85, 86 *General Electricity* *Each semester, 2 hours*

Designed to give the student a practical knowledge of the basic fundamentals of electricity, including electro-magnetism, induction, a.c. and d.c. current, transformers, solenoids, motors, appliances, and house wiring. One hour lecture and three hours laboratory each week.

121. *Building Technology* *First semester, 3 hours*

Study of various types of structures; natural and manufactured building materials; architectural expression and basic mechanical and electrical structural installations. A notebook will be required. Laboratory time will be spent either in construction of models or of full-size buildings. Two hours lecture and three hours laboratory each week.

†133, 134. *Cabinet and Furniture Making* *Each semester, 2 hours*

Prerequisite: General Woodworking 11 and 12, or equivalent. One hour lecture and three hours laboratory each week.

GRAPHIC ARTS

17. *Fundamentals of Typography* *First semester, 3 hours*

Simple printing fundamentals, typesetting, platen presswork. Essential knowledge to prepare a student for employment in the College Press the second semester. Students with previous printing experience may be employed in the Press concurrently with the first semester's class work. Instead of laboratory he will be required to earn one hour laboratory credit by working under supervision with regular pay a total of 255 hours in the Press.

18. *Fundamentals of Typography* *Second semester, 3 hours*

Prerequisite: Printing 17.

Work is concentrated on composition and presswork with special consideration for proper grouping and spacing of jobs, layout and design, and presswork.

†63. *Advanced Typography* *First semester, 2 hours*

One class period a week, one hour credit each semester. One hour labor credit for 255 hours work each semester.

Prerequisite: Courses 17, 18. This will be more intensive study of practices concerned with intricate composition, layout and design.

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†Will be offered on demand.

†64. *Advanced Presswork* *Second semester, 2 hours*

A study of presswork principally concerned with automatic presses both letterpress and offset.

67. *Proofreading and Proofroom Techniques* *First semester, 2 hours*

A survey of the fundamentals of proofreading and copy preparation, the study of rules and practices regarding book, magazine, and newspaper publishing, and job work. Includes on-the-job practice in handling actual proofroom problems. Open to men and women. Credits for this course can be applied on an English major.

68. *History of Printing* *Second semester, 2 hours*

The history of printing from the invention of paper and type to the present time, including the growth and development in the field of letterpress, offset, and other processes.

111. *Fundamentals of Linotype Operation* *First semester, 3 hours*

Prerequisite or concurrently: Courses 17, 18.

Function and maintenance and keyboard operation of the linotype.

112. *Fundamentals of Linotype Operation* *Second semester, 1 hour*

Continued practice in keyboard operation.

†113. *Printing Processes* *First semester, 2 hours*

Prerequisites: Courses 17; 63-64; 111, 112. This course will include the study of layout for silk screen and offset or lithography; platemaking, engravings, ink, color printing, and bindery work.

†114. *Shop Management* *Second semester, 2 hours*

Prerequisites: Courses 17, 18; 63-64; 111, 112; 113. Department supervision, cost and estimating, personnel management, and over-all management problems attacked.

METALS AND MECHANICAL ARTS

15, 16 *General Metals* *Each semester, 2 hours*

Principles and practice of electric, oxy-acetylene and other gas welding; use of cutting tools and other machines, and hand tools used in metal working.

51. *Auto Mechanics* *First semester, 2 hours*

A general course in the fundamental principles of gasoline engines, their design, timing, cooling, carburetion and lubrication; automobile body designs, makes and models. One hour lecture per week.

52. *Auto Mechanics* *Second semester, 2 hours*

A general course in the fundamentals of gasoline engines and automobile design and repair; automotive electricity, power flow, servicing, and trouble shooting; field trips. One hour lecture per week.

†Will be offered on demand.

†141, 142. *Electric and Oxy-Acetylene Welding*
Both semesters, 4 *hours*

Designed to give advanced skill in the process, use, and fusing of metals, their characteristics under cold and heat, various technical designs and use of tin plates, servicing and care of equipment. Prerequisite: Courses 15, 16, or equivalent. One hour lecture per week.

†143, 144 *Machine Shop* *Both semesters,* 4 *hours*

Instruction in the operation, and maintenance of power hack saws, engine lathes, shapers, milling machines, and drill presses, together with hand tools used in this trade, including forming and tempering in the forge, studies in pattern making and casting, with several field trips. One hour lecture per week.

INDUSTRIAL ARTS TEACHER TRAINING

98-99. *Appreciation of Design* *Each semester,* 2 *hours*

This course is designed to give special attention to appreciation and design as applied to Industrial Education in general.

91 or 102. *Industrial Arts Problems*
First or second semester, 1 *or* 2 *hours*

A study of particular problems in the industrial arts field. A term paper is required.

193. *Trade Analysis* *First semester,* 2 *hours*

The study of trades. Each student is required to analyze his own trade, set it up on cards in *knowing* and *doing* units, with the best references attached. A copy of the full set of cards of the trade analyzed is to be turned in upon completion of the course.

194. *Industrial Education Methods* *Second semester,* 2 *hours*

A study of the particular problems of administration in the field of Industrial Education. A term paper is required.

195, 196. *History and Philosophy of Industrial Arts*
Each semester, 2 *hours*

The study of the development and proper place of Industrial Education; planning of better teaching materials and methods. The student formulates and presents in written form his own personal philosophy of Industrial Education.

VOCATIONAL TRAINING

The vocational training program was established for the purpose of giving opportunity to students to learn a trade while working in the College Industries to pay for their formal education. It is also designed to be of interest to those students who do not desire to go

†Will be offered on demand.

all the way through college, but who want to broaden their social and intellectual experience for several years beyond the high school level.

A total of eight semester hours of credit will be counted on a four-year degree curriculum, four hours of which will apply on the vocational requirement, and the other four as electives. A total of six hours will be counted toward a printing minor. Six hours will also be counted on the two-year industrial arts curriculum.

For each semester hour of credit, the student will have to present a cumulative record in his trade book of 270 hours of supervised work in the respective industry. Tuition charges will be at the same rate as for other academic credits. Work done by the students in the industrial or service departments will receive the regular rate of pay.

In addition to the required supervised work, each student will be assigned collateral readings and be required to render reports covering subjects related to the industry in which he is earning credit. Regular on-the-job conferences with the supervisor, as well as specially arranged formal conferences or lectures are also required. Passing grades are given for the prompt fulfillment of collateral assignments, faithfulness in meeting work appointments, and an ever-increasing skill in the trade which the student is studying.

The following vocational training classes will be offered in 1958-59. A maximum of two hours may be earned in each.

NOTE FOR THE FOLLOWING COURSES *One class period per week*
270 logged hours of supervised work per semester.

MAINTENANCE AND CONSTRUCTION

3, 4. *Plant Maintenance* *Each semester,* 1 *hour*
It is highly recommended that the student take Mechanical Drawing previously or concurrently.

5, 6. *Plumbing Installation and Maintenance* *Each semester,* 1 *hour*

7, 8. *Electrical Installation and Maintenance* *Each semester,* 1 *hour*

9, 10. *Carpentry* *Each semester,* 1 *hour*

PRINTING

85, 86. *Presswork* *Each semester,* 1 *or* 2 *hours*

87, 88. *Advanced Composition* *Each semester,* 1 *or* 2 *hours*

185. *Advanced Presswork* *Either semester,* 1 *hour*

BUSINESS ADMINISTRATION

L. N. HOLM, *Chairman,* RALPH DAVIDSON
WAYNE VANDEVERE, IRMA JEAN KOPITZKE, THERESA BRICKMAN

"Not one business man now connected with the cause needs to be a novice. Men of promise in business lines should develop and perfect their talents by most thorough study and training. They should be encouraged to place themselves where, as students, they can rapidly gain a knowledge of right business principles and methods." *Testimonies to the Church,* Vol. 7, page 248.

Bachelor of Arts with a Major in Business Administration and Economics

COURSE REQUIREMENTS

MAJOR (Business and Economics)	30 hours
Including 31, 32; 71, 72; and 61, 102, 112, 129, 130; 175; or 55, 56; 129, 130; 141, 175.	
MINOR	18 hours
English 1-2	6 hours
Literature 31, 32 or 41, 42	4 hours
Fine Arts 61 or 62	4 hours
Foreign Language	6-14 hours
Health 7, 8	1 hour
Natural Sciences—Mathematics	12 hours
Religion	12-16 hours
Social Science (In addition to Economics 71, 72)	12 hours
Vocational—Typewriting 13 or 14	4 hours
Two of the following courses are required:	
Education 21 or 22, Religion 5, Health 51	4 hours
Electives—sufficient to make a four-year total of 128 semester hours.	

Bachelor of Science with a Major in Business Administration for Publishing Leaders

Young men who wish to prepare themselves for the publishing ministry, either as colporteurs, Publishing Department Secretaries, or Book and Bible House Secretaries in the Seventh-day Adventist denomination should plan their courses in such a way as to earn a Bachelor of Science Degree with a major in Business and Economics and a minor in Religion.

COURSE REQUIREMENTS

MAJOR (Accounting and Business)	30 hours
Including 31, 32; 61; 71, 72; 129, 130; 137, 138, 141.	
MINOR in Religion (Applied Theo. 173 Req.)	18 hours
English 1-2; Literature 31, 32 or 41, 42; Speech 5-6; 119, 120	18 hours
Fine Arts 61 or 62	4 hours
Health 7, 8	1 hour
Natural Sciences—Mathematics	12 hours
Psychology 51	2 hours
Social Science (In addition to Economics 71, 72)	12 hours
Vocational—Typewriting 13 or 14	4 hours
Two of the following courses are required:	
Education 21 or 22, Religion 5, Health 51	4 hours
Electives—sufficient to make a four-year total of 128 semester hours.	

Bachelor of Science in Business Administration Leading to Certified Public Accountant Examinations

COURSE REQUIREMENTS

MAJOR (Accounting)	46 hours
Including 31, 32; 71, 72; 61; 55, 56; 102; 112; 131, 132; 160; 171; 182; 191, 192; 195.	
†MINOR	18 hours
English 1-2	6 hours
Literature 31, 32 or 41, 42; or Speech 5, 6	4 hours
Fine Arts 61 or 62	4 hours
Health 7, 8	1 hour
Natural Science	12 hours
Religion	12-16 hours
Secretarial Science 13, 14; 74; 75; 141	12 hours
Social Science 53, 54	8 hours
Vocational—Typewriting 13 or 14	4 hours
Two of the following courses are required:	
Education 21 or 22, Religion 5, Health 51	4 hours
Electives—sufficient to make a four-year total of 128 hours.	

†Due to the heavy requirements in accounting it is recommended that the student minor in religion.

Bachelor of Science with a Major in Business Administration

COURSE REQUIREMENTS

MAJOR (Accounting and Business) ..... Including 31, 32. If emphasis is on Accounting add 61, 71, 72, 102, 112, 175. If emphasis is on Business add 55, 56; 71, 72; 129, 130.	30 hours
MINOR	18 hours
English 1-2	6 hours
Literature 31, 32, or 41, 42	4 hours
Fine Arts 61 or 62	4 hours
Health 7, 8	1 hour
Natural Sciences—Mathematics	12 hours
Religion	12-16 hours
Secretarial Science 13, 14; 74, 75; 141	12 hours
Social Science (In addition to Economics 71, 72)	12 hours
Vocational—Typewriting 13 or 14	4 hours
Two of the following courses are required:	
Education 21 or 22, Religion 5, Health 51	4 hours
Electives—sufficient to make a four-year total of 128 semester hours.	

Students who wish to teach and be endorsed in General Business should follow the teacher-training program as noted on page 76.

MINOR: A minor in Business and Economics requires eighteen hours, including Accounting 31, 32 and Economics 71, 72.

ACCOUNTING

11. *Secretarial Accounting* *First semester, 3 hours*

A study of the fundamental principles of accounting as applied to mercantile and personal service enterprises. Two types of personal service enterprises are taken up, namely, professional and business. This course is specifically designed to meet the needs of the secretarial and clerical students. Two hours lecture, three hours laboratory, each week.

31, 32. *Principles of Accounting* *Both semesters, 6 hours*

A course in the fundamentals of accounting applied.

61. *Intermediate Accounting* *First semester, 4 hours*

A course in accounting principles applied to merchandising and industrial enterprises in the partnership and corporate forms. Three hours lecture, three hours laboratory, each week.

102. *Cost Accounting* — *Second semester, 3 hours*

The general principles of job order and process cost accounting, including the control of burden. Standard costs and budgets are given attention.

*112. *Advanced Accounting* — *Second semester, 3 hours*

Consideration of problems concerned with consolidated financial statements, partnerships, businesses in financial difficulty, estates and trusts, insurance and governmental accounts.

131, 132. *Governmental Accounting* — *Both semesters, 4 hours*

A course designed to show and explain the accounting principles and procedures applicable to both state and local governments, including counties, townships, cities and villages, school districts, and certain institutions such as hospitals, colleges and universities.

*160. *Auditing* — *Second semester, 3 hours*

Accepted standards and procedures applicable to auditing and related types of public accounting work.

*171. *Federal Income Tax* — *First semester, 4 hours*

This course of study is designed to provide a comprehensive explanation of the Federal and State Tax structure, and to provide training in the application of the tax principles to specific problems.

The attention of the student is directed mainly to those taxes applicable to the Federal Government, which includes the Income Tax, Social Security, Estate and Gift Tax. State and Local taxes include certain of those applicable to the State of Tennessee.

182. *Accounting Systems* — *Second semester, 2 hours*

A study of the problems involved in the design and installation of accounting systems, including the systematizing and detailing of clerical departments of a business. Accounts, forms, reports, charts, and other materials needed will be prepared. Prerequisite: Accounting 61 and 102.

191, 192. *Senior C.P.A. Seminar* — *Both semesters, 6 hours*

ECONOMICS AND GENERAL BUSINESS COURSES

A major requirement is made up of suitable courses in economics, accounting, and business. For a detailed statement of the major and the minor requirements in this field see pages 62-64.

*Not offered 1958-'59.

55, 56. *Business Law* *Both semesters, 4 hours*

The nature and social functions of law; social control through law; the law of commercial transactions and business organization.

71, 72. *Principles of Economics* *Both semesters, 6 hours*

A survey course in the fundamentals of economics: the institutions, forces, and factors affecting production, evaluation, exchange, and distribution of wealth in modern society.

82. *Statistics* *Second semester, 3 hours*

A general survey of the field of statistical procedures and techniques, with major emphasis upon the use and interpretation of statistical data rather than upon the mechanics of computation.

*129, 130. *Marketing* *Both semesters, 4 hours*

Prerequisite: Economics 71 and 72 recommended; or junior standing.

The first semester includes fundamentals, and emphasis is on the retailing area of marketing. The second semester is largely concerned with personal selling in the marketing area.

137. *Salesmanship* *First semester, 2 hours*

Prerequisites: Marketing and Principles of Economics.

A study of the principles underlying the personal selling process in relation to modern sales practices.

138. *Advertising* *Second semester, 2 hours*

Salesmanship principles as applied to advertising. Analysis and preparation of various types of advertising. Study of advertising media. Principles of advertising campaign organization.

139. *Money and Banking* *First semester, 3 hours*

Mediums of exchange, money and credit, banks and their services, the Federal Reserve System, and other financial institutions are considered.

140. *Business Economics* *Second semester, 3 hours*

Application of economic analysis to the solution of business problems. Consideration of the nature and functions of business profits, the analysis of demand and of costs, the determination of prices, price policies, etc.

*Not offered 1958-'59.

141. *Business and Office Management* *First semester, 3 hours*

Major emphasis is placed on application of business management principles to the problems of the small business man and on the organizing of business and secretarial offices. Attention is given to the training of office employees, selection of equipment, and flow of work through the office.

*142. *Business Policy and Management* *Second semester, 3 hours*

An analysis of business policies viewed from the standpoint of the functional characteristics of management processes and current ethics.

*152. *Business Finance* *Second semester, 3 hours*

A study of the fundamental principles of financial organization. Emphasis on instruments of finance, policies of capitalization, problems pertaining to working capital, and corporate expansion and reorganization.

*175. *Business Administration Problems* *First semester, 2 hours*

A seminar course in management problems including budgets and financial reports.

195. *Seminar in Accounting Theory* *First semester, 3 hours*

A study of accounting concepts in the light of current trends, with emphasis on the development of accounting theory as exemplified by the accounting research bulletins of the American Institute of Certified Public Accountants.

SECRETARIAL SCIENCE

This department is designed to prepare young men and young women for work as office secretaries primarily in denominational institutions and for office work in general. The entrance requirements are the same as for college students in all departments.

Bachelor of Science with a Major in Secretarial Science

COURSE REQUIREMENTS

MAJOR (Secretarial Science) ..... 30 hours
Including 31, 40, 55, 56; 63, 64; 72, 74, 75, 109, 127 or 112, 128.
Courses 9, 10, 13, 14 do not apply toward a major.

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*Not offered 1958-'59.

MINOR	18 hours
Business Administration 11 or 31, 71, 72; 141	12 hours
Education—Psychology 51	2 hours
English 1-2	6 hours
Literature 31, 32 or 41, 42	4 hours
Fine Arts 61 or 62	4 hours
Health 7, 8	1 hour
Natural Sciences—Mathematics	12 hours
Religion	12-16 hours
Social Science 53, 54 and elective	12 hours
Two of the following courses are required:	
Education 21 or 22, Religion 5, Health 51	4 hours
Electives—sufficient to make a four-year total of 128 semester hours	

Bachelor of Science with a Major in Medical Secretarial Science

COURSE REQUIREMENTS

MAJOR (Secretarial Science)	30 hours
Including 31, 40, 55, 58; 63, 64; 73, 74, 75, 77, 78, 128, 136, 177, 178. Courses 9, 10, 13, 14 do not apply toward this major.	
MINOR	18 hours
Business Administration 11 or 31, 71, 72; 141	12 hours
Education—Psychology 51	2 hours
English 1-2	6 hours
Literature 31, 32 or 41, 42	4 hours
Fine Arts 61 or 62	4 hours
Health 7, 8, 22	3 hours
Natural Sciences 11, 12; 22	12 hours
Religion	12-16 hours
Social Science 53, 54 and elective	8 hours
Two of the following courses are required:	
Education 21 or 22, Religion 5, Health 51	4 hours
Electives—sufficient to make a four-year total of 128 semester hours	

Two-Year Diploma Requirements in Secretarial Science

COURSE REQUIREMENTS

Secretarial Science: 9*, 10*, 13*, 14*, 31, 40, 55, 56; 63, 64; 72, 74, 75	32 hours
Business Administration 11 or 31, 55	5 hours
Education—Psychology 51	2 hours

* This requirement may be met by having high school equivalents.

English 1-2	6 hours
Fine Arts 61 or 62	4 hours
Health 7, 8	1 hour
Religion	6 hours
Social Science	2 hours

Electives—sufficient to make a two-year total of 64 semester hours.

Two-Year Diploma Requirements in Medical Secretarial Science

COURSE REQUIREMENTS

Secretarial Science: 9*, 10*, 13*, 14*, 31, 40, 55, 58; 63, 64; 73, 74, 75, 77, 78	35 hours
Biology 11, 12	6 hours
Business Administration 11 or 31	3 hours
Education—Psychology 51	2 hours
English 1-2	6 hours
Fine Arts 61 or 62	4 hours
Health 5, 7, 8, 22	5 hours
Religion	6 hours
Social Science	2 hours

Electives sufficient to make a two-year total of 64 semester hours.

MINOR: Eighteen hours. Required courses: Secretarial Science 55, 56, or equivalent, 63, 64, and 72. Secretarial Science 9, 10, 13, 14, do not apply on Secretarial Science minor.

MINOR: Eighteen hours. Required courses: Secretarial Science 55, 58, or equivalent, 63, 64, and 73. Secretarial Science 9, 10, 13, 14 do not apply on Medical Secretarial Science Minor.

9. *Shorthand* *First semester, 4 hours*

Prerequisite: Secretarial Science 13 must be taken concurrently with this course unless the student has had the equivalent.

Fundamental principles of Gregg Shorthand simplified. Five class periods each week.

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* This requirement may be met by having high school equivalents.

10. *Shorthand* *Second Semester, 4 hours*

Prerequisite: Secretarial Science 9, or equivalent to one unit of high school shorthand. Secretarial Science 14 must be taken concurrently with this course unless the student has had the equivalent.

Development of rapid writing and reading habits. Five class periods each week.

13. *Typewriting* *First semester, 2 hours*

Five class periods each week. One practice period a week is required.

14. *Typewriting* *Second semester, 2 hours*

Prerequisite: Secretarial Science 13, or equivalent of one unit of high school typewriting. Five class periods each week. One practice period a week is required.

31. *Voice Transcription* *Either semester, 1 hour*

Prerequisite: Secretarial Science 14 or equivalent, permission.

A course in the operating of voice-writing equipment with emphasis on mailable transcriptions. Three laboratory hours each week.

40. *Filing* *Either semester, 2 hours*

A course in the theory and practice of modern systems of filing.

55. *Intermediate Shorthand (Advanced)* *First semester, 3 hours*

Prerequisite: "C" standing in Secretarial Science 10; simultaneous registration, Secretarial Science 63. Four class periods each week.

56. *Intermediate Shorthand (Advanced)* *Second semester, 3 hours*

Prerequisite: Secretarial Science 55 or equivalent; simultaneous registration, Secretarial Science 64. Four class periods each week.

58. *Medical Shorthand* *Second semester, 3 hours*

Prerequisite: Secretarial Science 55 or equivalent, simultaneous registration, Secretarial Science 64.

A study of shorthand outlines for medical terms—their pronunciation, their spelling, and their meaning. Four class periods each week.

63. *Secretarial Typewriting and Transcription* *First semester, 2 hours*

Prerequisite: Secretarial Science 14 or two units of high school typewriting. Simultaneous registration, Secretarial Science 55.

A course in rapid transcription from shorthand notes. Emphasis is also placed on special letter-writing problems, tabulation, manuscripts. Five class periods each week. One practice period is required.

64. *Secretarial Typewriting and Transcription* *Second semester, 2 hours*

Prerequisite: Secretarial Science 63.

Mailable transcripts. Special attention given to practice in preparing typewritten outlines, reports, theses, and bibliographies in accordance with acceptable standards of form and appearance. Five class periods each week. One practice period is required.

70. *Clerical Practice* *Second semester, 3 hours*

A laboratory course designed to develop office initiative and efficient service. The student will learn how to perform work related to office machines, filing, mailing, telephoning, and meeting callers. Experience will be given in the handling of common business forms. The course further emphasizes personality development, good grooming, and business etiquette. Two class periods and three hours laboratory each week.

72. *Secretarial Development* *Second semester, 2 hours*

Prerequisite: Ten hours of Secretarial Science, or the consent of the instructor.

A study of business ethics, procedures and techniques used by the secretary.

73. *Medical Secretarial Development* *First semester, 2 hours*

Prerequisite: Ten hours of Secretarial Science, or the consent of the instructor.

A course to prepare students for the specialized duties of the physician's office. The students are trained in receiving patients, in handling correspondence, in keeping accounts for physicians, in keeping the doctor's schedule, in professional behavior, in typing patients' histories, in making collections, in office management, in medical ethics, and jurisprudence.

74. *Business Communication* *Second semester, 3 hours*

Prerequisite: English 1-2.

A study and application of the modern practices in oral and written business communication. Accuracy in grammar, spelling, and punctuation, and the writing of well-knit sentences and clear paragraphs are taught as a means of effective expression in business-letter writing. Business letters, report writing, and dictation to stenographers are emphasized.

74a, 74b. *Business English* *Both semesters, 6 hours*

A course designed to increase the student's vocabulary. It includes drills in spelling, pronunciation syllabication, definitions, grammar, punctuation. Attention is also given to the value of expressing ideas, either in writing or speaking, in simple, clear, understandable language—an important asset to the prospective office worker.

75. *Business Machines* *Second semester, 2 hours*

Prerequisite: Secretarial Science 13, or equivalent.

The theory of and practice in the use of the following office machines: key-driven and rotary calculators, full keyboard and ten-key adding listing machines; stencil, gelatin, and direct-process duplicators. One class period and three hours laboratory each week.

77. *Laboratory Service and Office Nursing* *First semester, 2 hours*

Prerequisite: Ten hours of Secretarial Science or the consent of the instructor.

This course is adapted especially for those following the medical secretarial curriculum, and is designed to give instruction in office nursing techniques; such as sterilization, hypodermics, medicines, contagious diseases, preparing patients for examination, and doing simple laboratory tests. One class period and two hours laboratory each week.

78. *Clinical Office Practice* *Second semester, 1 hour*

Prerequisite: Secretarial Science 73 and 77.

This course is based on supervised practice in handling actual medical office routine. Three hours of laboratory work each week.

109. *Shorthand Reporting* *First semester, 3 hours*

Prerequisite: Twelve hours of Secretarial Science (including courses 55, 56, 63, and 64 or equivalent). Must be enrolled concurrently in Secretarial Science 127. Rapid dictation of congressional and other technical materials.

*112. *Denominational Reporting* *Second semester, 3 hours*

Prerequisite: Twelve hours of Secretarial Science (including courses 55, 56, 63, and 64, or equivalent). Must be enrolled concurrently in Secretarial Science *128.

127, *128. *Advanced Transcription* *First semester, 1 hour*

Prerequisite: Twelve hours of Secretarial Science (including courses 55, 56, 63, and 64, or equivalent). Must be enrolled concurrently in Secretarial Science 109, or *112, or *136.

*136. *Advanced Medical Dictation* *Second semester, 3 hours*

Prerequisite: Twelve hours of Secretarial Science (including courses 55, 58, 63, or 64, or equivalent). Must be enrolled concurrently in Secretarial Science *128.

A course emphasizing medical terminology and continuation of special medical dictation of technical case histories, medical news articles, and lectures until facility is acquired in writing medical dictation at a high speed.

* Not offered in 1958-'59.

151. *Advanced Office Machines* *First semester, 1 to 3 hours*
This course is for students who wish to specialize on particular office machines. One class period and three hours laboratory a week for each semester hour of credit.

174. *Applied Secretarial Practice*
Either first or second semester, 1 to 3 hours
Prerequisite: For secretarial science majors and prospective teachers of business.
This course is based on an activity program which provides practical experience in representative types of office situations.

*177. *Medical Secretarial Procedures* *First semester, 2 hours*
Prerequisites: Secretarial Science 73, 77, and 78, or equivalent.
The aim of this course is to prepare students for the specialized duties in a clinical office.

*178. *Medical Work Experience Seminar* *Second semester, 2 hours*
This course is designed to give actual medical secretarial experience before the graduate is called upon for professional performance. To be taken either off or on the campus.

*181. *Secretarial Problems* *Either first or second semester, 1 or 2 hours*
Prerequisite: Open only to seniors majoring in Secretarial Science.

One-Year Course in Clerical Training

COURSE REQUIREMENTS

	Semester Hours
Secretarial Science: 11, 13, 14, 40, 70, 74a, 74b, 75	20 hours
Religion	4 hours
Psychology 51	2 hours
Speech 5	2 hours
Physical Education 7, 8	1 hour
Electives	3 hours

This one-year course in Clerical Training is designed to equip graduates from the secondary school for work in business offices. It does not give shorthand, but prepares the student for the use of dictaphone and typewriter to meet the needs in many modern offices.

A certificate will be given upon completion of this course.

*Not offered 1958-'59.

EDUCATION-PSYCHOLOGY-HEALTH

K. M. KENNEDY, *Chairman*; J. M. ACKERMAN, OLIVIA B. DEAN, E. T. WATROUS, JOSEPH B. COOPER

The courses offered in this division are both "content" courses, of interest to all, and specialized courses of greatest value to teachers and other professional workers.

The offerings in Psychology are all content courses.

MINOR: A minor in education requires eighteen semester hours (twenty-four semester hours are needed for State of Tennessee certification), and 20 hours are needed for denominational certification. It is recommended that the following professional courses be included: 5, 51, 52, 61; at least one of the following: 150, 180, 107. These courses are required: 21, 111, 133, 134 or 135, 136; 171, 172 or 173, 174, and 191.

Bachelor of Science Degree in Secondary Teacher Education

COURSE REQUIREMENTS

Education and Psychology	18-26 hours
Including: 21, 51, 52, 61, 111, 135, 136, 191, 173, 174, and 107, 150, or 180.	
English 1-2	6 hours
Speech 63-64	4 hours
Literature 31, 32	4 hours
Natural Science	12 hours
Mathematics I	2 hours
Social Science (Two fields represented)	12 hours
Fine Arts 61 or 62	4 hours
Health 51, 7, 8 and Social Science 82	6 hours
Religion	12-16 hours
Vocational	4 hours

Electives—to be used to complete two content areas for teaching and sufficient to make a four year total of 128 semester hours.

Bachelor of Science in Elementary Teacher Education

COURSE REQUIREMENTS

Professional Education	18-26 hours
Including 5, 21, 51, 52, 61, 71, 80, 111, 133, 134, 191, 171, 172, and 107, 150 or 180.	
English 1-2	6 hours
Speech 63, 64	4 hours
Literature 31, 32, 109 or Library Science 93	6 hours
Fine Arts Ed. 16, 66	4 hours

Health 7, 8, 22, 51, 82, 85 Including Social Science 82.	12 hours
Natural Science—Biology 9, Chemistry 5, and Physics 2	12 hours
Mathematics 1, 2	4 hours
Religion	12-16 hours
Social Sciences 53, 54, 141, 148	12 hours
Vocational—Education 15; Typing 13, 14 recommended	4 hours

Electives—sufficient to make four year total of 128 semester hours.

TEACHER CERTIFICATION

Prospective secondary teachers should use their electives in such a way as to certify in three areas of instruction as listed below.

Effective September 1, 1953 the State of Tennessee discontinued issuing permanent teaching certificates. From that time onward provisional, five-year certificates are being granted on the basis of an earned bachelor's degree that incorporates certain prescribed courses in general and professional preparation. The teacher education program described below fulfills these requirements.

Certification for Grades 1-9

A student completing the four-year curriculum is eligible to receive a five-year elementary certificate from the Southern Union Conference, and a five-year Tennessee Teachers Provisional Certificate.

Certification for Grades 7-12

Students who wish to qualify for teaching in grades 7-12 are advised to follow the Teacher Training curriculum outlined below. This curriculum leads to endorsement in the Seventh-day Adventists denomination as well as in the State of Tennessee. Inasmuch as most states in the South follow a program of reciprocity in teacher endorsement, this curriculum is the most advantageous for all to follow.

Those who desire to receive Denominational Certification only, may qualify for the five-year Secondary Certificate by completing the following minimum requirements in professional education along with the bachelor's degree.

Fundamentals of Education 21	2 hours
Education 61	2 hours
Education 111 (Child and Educational Psychology)	3 hours
Education 135, 136	6 hours
Directed Observation and Teaching 173, 174	4 hours
Elective	3 hours

Certification in Specific Subjects: Regulations of the Seventh-day Adventist denomination governing certification in English, History, and other teaching fields may be obtained from the Chairman of the Division or the Dean.

Students may receive state certification to teach in grades 7-12 by following the Teacher Training curriculum described above plus an additional 6 hours of professional education courses and by taking content courses that meet the minimum requirements for endorsement in two of the areas described below:

BUSINESS: Eighteen semester hours including twelve hours in General Business as follows: Accounting (3), Typewriting (2), Business Law (2), Economics (3), Business Mathematics (2), Business Management (3).

An applicant endorsed (certified) in General Business may secure additional single subject endorsement for the following subjects by completing the hours indicated (including any subjects taken in the general requirements listed above).

Bookkeeping ..... 10 semester hours
Typewriting ..... 6 semester hours
(including 2 hours of advanced typing)
Shorthand ..... 6 semester hours of Advanced Shorthand
Business Law ..... 6 semester hours
Economics ..... 12 semester hours
(including Principles of Economics)
Secretarial Practice ..... 2 semester hours of office practice
plus certification in Shorthand and Typewriting

ENGLISH: A minimum of thirty semester hours. Of this total, six hours may be in Speech or Journalism. An applicant offering twenty-four semester hours in English and twelve semester hours in Speech may be certified in both.

FOREIGN LANGUAGE: For a single foreign language eighteen semester hours based upon 2 or more units of high school credit (otherwise, twenty-four semester hours). For certification in two foreign languages, thirty semester hours are required, with not less than twelve semester hours in each if the student has two units of high school credit in each language. Where the student does not have two units of high school credit, eighteen hours in each language is required.

HOME ECONOMICS (non-vocational): A minimum of twenty-four semester hours distributed as follows:

Foods and Nutrition ..... 8 semester hours
Clothing and Textiles ..... 8 semester hours

Home Management, Home Furnishings,
Child Care, and Home Relations ..... 8 semester hours

INDUSTRIAL EDUCATION: A minimum of thirty semester hours distributed in the areas listed below, with not more than ten semester hours in any one area and not less than four semester hours in Appreciation and Design:

1. Graphic Arts (includes drawing, printing, photography)
2. Woods and Construction (includes furniture, carpentry, finishing, upholstering, concrete, masonry)
3. Metals (includes sheet, forging, foundry, welding, and art metals)
4. General Electricity (includes communications, power, light, and household)
5. Crafts (includes general, pottery, weaving, plastics, woods, and metals)
6. Mechanics (includes auto, home, aircraft, and general shop)
7. Art (includes appreciation, design, color, decoration, and painting)

MATHEMATICS: A minimum of eighteen semester hours of college mathematics, including College Algebra, Trigonometry, and Analytical Geometry. A course in General or Business Mathematics may be included in the minimum requirements. If the applicant has not taken Solid Geometry in high school, it is recommended that it be included in his college program.

MATHEMATICS AND PHYSICAL SCIENCE: When endorsement in Mathematics and Physical Science is sought in combination, the applicant shall present a minimum of fourteen semester hours in Mathematics (including College Algebra, Trigonometry, and Analytical Geometry) and a minimum of twenty-four semester hours in the Physical Sciences (including at least eight semester hours in Chemistry, eight semester hours in Physics, and eight semester hours in Geography and Astronomy) plus twelve hours selected from related fields in Mathematics and/or Physical Science.

MUSIC: The applicant may apply for endorsement in Public School Music, and/or Instrumental Music.

The applicant for either endorsement in music shall offer a minimum core of music theory and harmony, 12 semester hours; instrumentation or orchestration, 2 semester hours; applied music, 12 semester hours; conducting, 2 semester hours; history and appreciation, 2 semester hours; a minimum total of 30 semester hours.

The applicant for the Public School Music endorsement shall meet the core music requirements listed above, and shall offer 6

semester hours of appropriate methods and materials of teaching, a minimum total of 36 semester hours.

The applicant for the Instrumental Music endorsement shall meet the core music requirements listed above, and shall offer 6 semester hours of appropriate methods and materials of teaching and 6 semester hours of applied music beyond the 12 semester hours in core, a minimum total of 42 semester hours.

NATURAL SCIENCES: The applicant shall offer a minimum of thirty-six semester hours of credit in the sciences (Biological Science, Chemistry, Physics, and Mathematics) with at least three areas represented. The applicant will be certified to teach those sciences in which he has completed a minimum of eight semester hours of work. Survey courses in the Biological or Physical Sciences may be included in the required thirty-six hours.

For endorsement in a single subject such as Biology, Chemistry, or Physics, sixteen semester hours are required, three of which may be in a survey course.

For endorsement in General Science, sixteen semester hours are required which must include General Biology and Physical Science.

HISTORY: A minimum of eighteen semester hours to be distributed as follows:

1. American History ..... 6 semester hours
2. European or World History ..... 6 semester hours
3. Electives ..... 6 semester hours

SPEECH: A minimum of fourteen semester hours in Speech to include such courses as Fundamentals of Public Speaking, Oral Interpretation, Debate, etc.

BIBLE: A minimum of twelve semester hours in the literature of the Bible, such as Old Testament Prophets, Pauline Epistles, Daniel and Revelation, or Teachings of Jesus.

EDUCATION

For instruction regarding teacher education and certification, both state and denominational, see pages 75-77.

GENERAL

4. *The Study Laboratory* — *Either semester, 2 hours*

External conditions favorable for study; the preparation of an assignment; making an effective schedule for study; the techniques of note taking; the use of the library; techniques for increasing speed and comprehension in reading. Each student will be carried through a complete, individual counseling program.

5. *Introduction to Teaching* *First semester, 2 hours*

The student is given opportunity to become acquainted with the needed personal and professional traits, duties and responsibilities of the teacher. Observation and participation in classroom and play activities at all grade levels. Two class periods per week plus special assignments.

21 or 22. *Fundamentals of Education* *Either semester, 2 hours*

A survey of the basic principles of education. The course examines the fundamental philosophy of Christian education.

61. *School Organization and Administration* *First semester, 2 hours*

A course designed to give the prospective teacher a knowledge of the management and organization related to classroom teaching. Opportunity is given for observation.

*138. *Audio-Visual Aids* *Second semester, 2 hours*

The survey of aims, methods and materials involved in use and evaluation of audio-visual instruction aids.

191. *History and Philosophy of Education* *Second semester 2 hours*

A study of the historical, philosophical and sociological foundations of education.

193. *Directed Study* *Either semester 2 hours*

This course permits the advanced student with adequate preparation to pursue independent study in special fields.

ELEMENTARY

15. *Practical Home Arts* *First semester 2 hours*

A course designed to prepare teachers in methods and materials used in teaching home mechanics, homemaking and gardening. Important to all elementary teachers for teaching vocational subjects.

16. *Art Education and Crafts* *Second semester, 2 hours*

A study of the fundamental arts and crafts principles adapted to the needs of children. Laboratory work in the use of various art and craft media for elementary school teachers.

66. *Elementary School Music* *Second semester, 2 hours*

A course designed to prepare teachers to direct the music activities in the elementary school.

71. *Teaching of Reading* *First semester, 2 hours*

A study of objectives, methods, and procedures in the teaching of reading in the elementary school. Opportunity to observe the teaching of reading in the laboratory school will be scheduled.

80. *Directed Observation and Teaching* *Second semester, 2 hours*

Prerequisite: At least one course in elementary methods. Observation of lessons taught by the supervisors; teaching in the campus ele-

*Not offered 1958-'59.

mentary school; conferences with the supervisors and with the director of student teaching.

133. *Materials and Methods of Teaching in the Elementary School* *First semester, 3 hours*

Emphasis is placed on the teaching of language arts, Bible, and arithmetic. One hour observation a week will be scheduled.

134. *Materials and Methods of Teaching in the Elementary School* *Second semester, 3 hours*

Emphasis is placed on the teaching of health, social studies, science, and the arts. One hour of observation a week will be scheduled.

171, 172. *Directed Observation and Teaching in Grades 1-9.* *Each semester, 2 hours*

Prerequisite: Education 61, 111, 133, and 134 with a grade point of 1.00 in all professional subjects.

Directed observation and participation in classroom activities, including actual teaching in the campus and off-campus laboratory schools.

197. *Workshop in Elementary Education* *Summer only, 2 hours*

Opportunity is provided for students to work under supervision on curriculum problems.

Secondary

135. *The Secondary School Curriculum* *First semester, 2 hours*

A study of the purposes and organizations of the secondary school curriculum and some of the promising practices in curriculum development.

136. *Materials and Methods of Secondary Teaching* *Second semester, 3 or 4 hours*

A study of learning activities with desired outcomes; methods of planning, organizing, stimulating and directing classroom activities; organization of courses; selection of appropriate materials for classroom teaching. This course covers all areas of endorsement.

One semester hour of credit in observation required of teachers.

140. *Secondary School Music* *Second semester, 2 hours*

Students planning to teach in secondary schools will take this course.

162. *Administrative and Personnel Work of Deans* *Second semester, 2 hours*

A basic professional course in the administration of the school home. (Offered on demand.)

173, 174. *Directed Teaching in Grades* 7-12 *Each semester, 2 hours*

Prerequisite: A grade point of 1.00 in professional subjects; Education 111, 135, 136, and Methods in the subject to be taught (the latter two courses may be taken concurrently with supervised teaching).

Teaching may be done in the secondary school in one or more of the following fields:

Bible, Bookkeeping, English, Home Economics, Mathematics, Modern Foreign Language, Music, Natural Science, Shorthand, Social Sciences, Typewriting. Registration should be for the supervised teaching course, by number, followed by the letter designating the particular field in which the supervised teaching is to be done.

NOTE: At least two semester hours of student teaching must be completed under the supervision of Southern Missionary College by candidates for degrees, regardless of the amount of similar credits received elsewhere. A computed minimum of four to six hours is required for recommendation for certification.

PSYCHOLOGY

51, ~~52~~. *General Psychology* Either ~~Both~~ *semesters,* 3 ~~2 or 4~~ *hours*

An introduction to the study of the problems of human behavior, and of the mental processes and their development. This is a foundation course designed to help the student understand and explain the behavior of others and thereby be better able to predict and control his own life and influence the lives of others.

107. *Tests and Measurements* *First semester, 2 hours*

A study of the various types of educational tests and examinations, and modern methods in their construction and use; also mastery of the most useful statistical techniques, with practice in working and interpreting problems involving educational and psychological data. The course includes some time given to the administration and interpretation of tests of intelligence, aptitudes, vocational interests, and personality.

111. *Child and Educational Psychology* *First semester, 3 hours*

This course deals with the physical, social, emotional and intellectual growth and development of children and adolescents in the home and community. Special emphasis will be given to the psychological factors which underlie and influence the learning process.

*141. *Social Psychology* *First semester, 2 hours*

Prerequisites: Psychology 51, 52.

A study of the interrelations of individuals in social situations, how the individual is influenced by others, and how in turn he affects the behavior of others.

*Not offered 1958-'59.

142. *Applied Psychology* *Second semester, 2 hours*

Prerequisites: Psychology 51, 52, and 111.

This is a study of psychology in business, industry, public speaking, publications, politics, religion and various other phases of everyday human activity.

*150. *Personality and Mental Hygiene* *Second semester, 3 hours*

Prerequisite: Psychology 51 or 52.

A study of the incidence, causes, and methods of preventing maladjustments and mental illness. Consideration is given to the meaning, importance, and conditions that affect the growth of personality, and methods of its improvement.

180. *Guidance and Counseling* *Second semester, 3 hours*

A survey of the current aims of counseling and guidance in school and community. Basic principles, procedures and policies of counseling and guidance are emphasized. Directive and non-directive methods are stressed with the untrained or slightly trained teachers.

BACHELOR OF SCIENCE IN TEACHER EDUCATION

(Elementary and Secondary)

A student who wishes to follow a career of teaching in Seventh-day Adventist schools or in the public school system on either the elementary or secondary level should enroll in the four-year curriculum leading to the Bachelor of Science Degree. The curriculum has been planned to enable a student looking forward to teaching to obtain state, as well as denominational certification. The program requires a General Education core of studies and a Professional Education core. Students planning to teach, whether on the elementary or on the secondary level, all take this core curriculum and then specialize in the respective areas.

The Collegedale Elementary School and the Collegedale Academy serve as laboratory schools for students preparing to teach, affording a rich opportunity for observation and student teaching.

For admission without deficiency, entrance units as indicated on page 32 must be presented. General requirements for students who desire a degree from Southern Missionary College are listed on pages 49 and 50. In addition, it is expected that students planning on teaching should show seriousness of purpose in order to be admitted to this curriculum.

A student who wishes to receive the Bachelor of Arts Degree must fulfill the entrance requirements for a B.A. as listed on page 32, and he must use his electives in such a way as to have one of the majors listed on page 47 to fulfill the foreign language requirement.

* Not offered in 1958-'59.

HEALTH COURSES

4. *Home Nursing* — *Second semester, 2 hours*

Lecture and demonstrations will be based on the American Red Cross textbook in home hygiene and care of the sick. Red Cross Home Hygiene Certificates are issued to those successfully completing the course. In addition, hydrotherapy will be given.

22. *Safety and First Aid* — *Second semester, 2 hours*

The nature and causes of accidents, safety measures for the precaution of common accidents of the home, school, industry, transportation and recreation. The standard and advanced Red Cross Certificates will be issued to those completing the required work in first aid.

51. *Health Principles* — *First semester, 2 hours*

A study of the principles governing community and personal health and how these principles may be successfully applied to daily living. Special emphasis is placed on denominational standards. For this reason it is recommended that the course in Spirit of Prophecy precede this course.

*82. *School Health Problems* — *Second semester, 2 hours*

The function of the teacher in the school health program as an aid in the medical examination, screening, hygiene environment, control of contagion, health of teacher, and methods of correlating health instruction with other subjects of the curriculum.

PHYSICAL EDUCATION AND RECREATION

The courses in this department are designed to improve human relations through cooperative group activity; to improve the physiological functions of the individual through proper exercise and an increased knowledge of body functions in relationship to activity; to foster the spirit of fair play which is democracy in action; to teach the values of physical education and recreation in the enrichment of the Christian life.

Course Requirements for Minor in Health and Physical Education

†P. E. Major and Minor Activities	2 hours
P. E. 75	2 hours
P. E. 85	2 hours
P. E. 127	2 hours
P. E. 145	1 hour
P. E. 187	3 hours
Health 22, 51	4 hours

*Not offered 1958-'59.
†These activities must be planned with the faculty or minor advisor.

Electives ..... 2 hours
Total Semester Hours ..... 18 hours
Cognate requirements—Anatomy and Physiology 11

ACTIVITY COURSES

The activities program, elective in nature, is set up to provide a variety of subjects.

Students enrolled in activity courses must wear regulation suits and shoes to all class appointments. *No credit will be given* unless this requirement is complied with.

Physical Education Minors may receive more credit while taking an activity course by extra work as assigned by your minor professor.

All physically qualified students must take the required basic course, and a minimum of one elective activity course, a total of one semester hour of physical education activities.

A student *may not* sign up for more than one activity per semester unless given permission by the Dean or the Department Head.

The "beginning" courses will deal with lowest nomenclature and special techniques of the activity, as well as considerable time spent in actual participation in the activity. Advanced courses are an extension of the same courses, but will be limited to those who display superior ability in the beginner courses.

7, 8. *Freshman Physical Education* — *Both semesters, 1 hour*

Required of all Freshmen.

Body mechanics, games, skill tests, etc.

9, 10. *Adapted Physical Education* — *Both semesters, 1 hour*

A course offered for those physically unable to take part in the basic required program. A "B" medical rating automatically upon registration, classifies the student for this part of the program.

*11. *Flagball* — *First semester, ½ hour*

A version of touch football. Kicking, passing, running, rules, self-testing activities are stressed throughout the semester.

13. *Basketball* — *First semester, ½ hour*

Dribbling, passing, defense, scoring plays, rules, skill drills, etc.

*14. *Baseball* — *Second semester, ½ hour*

Batting, pitching, infield play, outfield play, rules, strategy are thoroughly dealt with.

16. *Softball* — *Second semester, ½ hour*

Batting, pitching, infield and outfield play, tests, skill drills, inter-squad games.

18. *Volleyball—Co-educational* — *Second semester, ½ hour*

*Not offered 1958-'59.

20. *Tennis* — *Second semester, ½ hour*
Serving, strokes, scoring, strategy, skill drills, tests, round robin, and ladder tournament. Class size limited to facilities.

*21. *Soccer* — *First semester, ½ hour*
Footwork and ball handling emphasized, offensive and defensive methods, skill drills, intersquad play.

*22. *Track and Field* — *Second semester, ½ hour*
100 yard dash, 440, broad jump, running broad jump, and various other activities stressed throughout syllabus.

23, 24. *Co-Recreational Activities* — *First and Second semester, 1 hour*
An area of the program whereby boys and girls may play together. Badminton and shuffleboard are the two activities offered.

41, 42. *Weight Lifting* — *First and Second semesters, 1 hour*
Methods of handling weights, importance of muscular development in relation to maintenance of maximum good health stressed.

*43, 44. *Weight Reduction* — *Both semesters, 1 hour*
Designed for those students, faculty, staff, and community women who wish to reduce body weight, and learn proper ways to maintain optimum health in terms of weight control. Class size limited.

50. *Camping and Hiking* — *Either semester, 1 hour*
A course designed to promote outdoor recreation and provide experience for those who are interested in Pathfinder summer-camp work. Campouts, hikes, practice in camping techniques, etc.

*60. *Water Skiing* — *Offered in summer only, ½ hour*
Fundamentals, form, safety are stressed. Class size limited.

*62. *Beginning Swimming* — *Second semester, ½ hour*
A class for those who cannot swim, *only.* Class size limited. Time to be arranged.

64. *Archery—Co-educational* — *Second semester, ½ hour*
Fundamentals of shooting, skill drills, tournaments, safety are presented. Class size limited.

67, 68. *Tumbling* — *Both semesters, 1 hour*
Accent on rolls, stunts, pyramids, self-testing activities. Conditioning heavily emphasized.

*71, 72. *Apparatus (men only)* — *Either semester, ½ hour*
Parallel bars, rings, high bar work.

73. *Beginning Trampoline* — *First semester, ½ hour*

*74. *Advanced Trampoline* — *Second semester, ½ hour*

*Not offered 1958-'59.

THEORY COURSES

*75. *Introduction to Health, Physical Education and Recreation* — *First semester, 2 hours*

A study into the aspect of Physical Education as a career, its relationship to related fields of education, general principles and philosophies, historical background, and professional preparation.

85. *Methods and Materials of Teaching Physical Education in the Elementary School* — *First semester, 2 hours*

This course is designed primarily for elementary teachers and minors in Physical Education. Methods and materials, graded activities in games of low organization, team games, self-testing, and rhythmic activities, and safety measures.

100. *Theory of Play* — *Second semester, 2 hours*

A course designed to give a theoretical explanation of recreational activity and to show the need of activity in modern life and its place in education.

*127. *Organization and Administration of Physical Education and Recreation* — *Second semester, 2 hours*

The relationship of the field of Physical Education to modern educational theory. Details of the organization of physical education activities, organization and classification of pupils, and emphasis on the arrangement and construction of equipment and planning of school programs suitable to denominational schools.

*145. *Officiating* — *First or Second semester, 1 hour*

Study of rules, officiating techniques, practice. Each student will be assigned a definite number of hours of officiating in the Intramural program for practical experience. One hour lecture per week and two hours practice.

187. *Recreation Leadership* — *Second semester, 3 hours*

A study of principles, organization and administration of community recreation, with emphasis placed on the development of recreational leadership. Students will be required to work in conjunction with the Master Guide program or other youth programs available in the area.

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*Not offered 1958-'59.

NURSING

MAZIE A. HERIN, *Chairman;* GLENDA ROLFE, *Associate Chairman;* HELGA FOREHAND, CHRISTINE KUMMER, GERTRUDE MUENCH, MERLE SILLOWAY, ALICE MAE WHEELER, MIRIAM KERR, RITA CALHOUN, STELLA STONE.

The Division of Nursing offers an integrated program of basic sciences, liberal arts, and professional courses leading to a Bachelor of Science in Nursing.

Believing Christ to be the greatest healer and teacher of mankind, it is felt that the highest education is to follow in His footsteps.

This division endeavors to provide a strong scientific program, laying the foundation for medical missionary service.

Keeping in mind the mental, physical, and spiritual aspects of the patient, the family, and the community, the curriculum emphasizes disease prevention, health education, and remedial measures.

The graduate of this basic program is prepared for first-level positions in hospitals and public health agencies.

The division reserves the right to ask any student, who gives evidence that in any phase of work or social life he is out of harmony with the ideals of the school or whose progress is in general unsatisfactory, to withdraw or transfer to another field.

The Division of Nursing is accredited by the Tennessee State Board of Nursing, is recognized by the Florida State Board of Nurse Registration, and is approved by the Board of Regents of Seventh-day Adventists.

The curriculum covers four academic years in which the student completes approximately half his work in liberal arts and science courses, and half in the professional field, with a total of 128 semester hours.

The student spends the freshman academic year and the first semester of the sophomore year on the College campus. Following this, the student transfers to the Orlando campus and spends two years at the cooperating institution. The second semester of the senior year is spent on the Collegedale campus, completing the major in nursing.

Students from other colleges having completed the prescribed curriculum for registration on the Orlando campus may be eligible to register in the sophomore year of the curriculum in nursing. Any student entering the program will be expected to meet the requirements of

the current college catalogue. The faculty reserves the right to make curriculum changes at any time in harmony with current trends in education. The completion of the entire program is necessary before the degree is conferred.

Bachelor of Science in Nursing

MAJOR (Nursing) ..... 61 hours
Consisting of: 23, 25, 50, 60, 70, 80, 100, 110, 120, 130, 140, 144, 150, 180, 190, 192.

Education and Psychology ..... 10 hours
Consisting of: 51, 52, 111, 135.

Language and Literature ..... 10 hours
Consisting of: English 1-2, Speech 5, Literature 31 or 32 or 51 or 52.

Sociology ..... 7 hours
Consisting of: Sociology 20, Marriage and Family 82, Field of Social Work 156.

Biology ..... 10 hours
Consisting of: Anatomy and Physiology 11, 12; Microbiology 22.

Chemistry ..... 6 hours
Consisting of: Survey of Chemistry 7, 8.

Health ..... 3 hours
Consisting of: Physical Education 7, 8; First Aid 22.

Home Economics ..... 3 hours
Consisting of: Foods and Nutrition 2.

Religion ..... 12 hours
Consisting of: Teachings of Jesus 11, 12; Ministry of Healing and World Religion 54; Bible Doctrines; Personal Evangelism 92.

History ..... 3 hours
Consisting of: American History 51 or 52.

Electives ..... 3 hours

23, 25. *Introduction to Nursing* *First semester, 3 hours*
(Nurs. 23—1 Hr.; Nurs. 25—2 Hrs.)

A brief orientation to the field of nursing and the responsibilities of the nurse as a member of the health team. The course is designed to help the student become aware of his own health needs with special emphasis on communication skills essential in carrying out comprehensive nursing care.

50. *Fundamentals of Nursing I* *Second term, 12 hours*

An introduction to comprehensive patient care, illustrating sound scientific principles in nursing procedures, presenting pathology, symptomatology, and therapy observed in general medical and surgical conditions. Special reference is made to diet therapy, preparation and administration of medicines, and physical therapy. The student is introduced to social agencies, to the community, disease control, and prevention. Classes are correlated with clinics, ward walks, ward conferences, nursing care studies, and experience. Laboratory practice includes four weeks in operating room, eight weeks on the medical and surgical units.

52. *Fundamentals of Nursing II* *Second term, 8 hours*

A continuation of course 50 with emphasis on gynecological, genito-urinary, orthopedic, neuro-surgical, venereal and dermatological conditions, communicable diseases, and diseases of the eye, ear, nose, and throat. Particular emphasis is placed on the co-operation of the community and social agencies, and use of physical therapy in the maximum rehabilitation of the patient. Classes are correlated with clinical teaching and laboratory experience. Laboratory experience includes eight weeks on medical and surgical units.

60. *Professional Relations* *Second term, 1 hour*

An introduction to the professional relationships with patients and co-workers in nursing and related professions. Emphasis is placed on methods of problem solving and critical thinking to aid the student in making proper and right decisions.

70. *Social Ethics* *Second term, 1 hour*

A course to develop poise and self-confidence and social graces. A study of the types of table service for entertaining guests. Proper etiquette in invitations, teas, and other semiformal gatherings is included.

100. *Tuberculosis Nursing* *Autumn, 2 hours*

Instruction in history, cause, treatment, and prevention of tuberculosis with special attention given to the comprehensive nursing care. Laboratory practice includes four weeks experience.

110. *Obstetrical Nursing* *Autumn, winter, spring, 6 hours*

The study of normal and abnormal pregnancies, stages of labor, complications, and nursing care of the mother and baby during and after delivery. Instruction is given during the twelve weeks laboratory practice in the obstetrical department.

120. *Family and Health Teaching* *Spring, Autumn, 2 hours*

A short history and progress of the Seventh-day Adventist health program, including principles of teaching as applied in the Red Cross Instructors course in home nursing. Experience is given in conducting home nursing classes.

130. *Psychiatric Nursing* *Autumn, winter, spring, 6 hours*

A twelve week course dealing with the etiology, symptomatology, treatment, special therapy and nursing care of the more common types of mental diseases. Principles of mental hygiene in preventing illness, as well as the role of the nurse in promoting community programs in mental health, is discussed.

140. *Public Health Science* *Spring, autumn, 2 hours*

The study of the principles and activities of public health nursing basic to effective family health service, organization, and administration of public health nursing.

144. *Public Health Nursing* *Spring, autumn, winter, 4 hours*

Eight weeks of supervised field practice. Conferences, clinics, family visits, and school visits, illustrate the role of the nurse as a citizen in group planning for better community health.

150. *Pediatric Nursing* *Spring, autumn, winter, 6 hours*

A twelve week course including the mental and physical development of normal children, the principle diseases and abnormalities of infancy and childhood and infant feedings.

180. *Professional Relations* *Autumn, 1 hour*

A study of nursing organizations. Methods of parliamentary procedure are demonstrated and practiced in preparation for a place in these organizations. Legal responsibilities are considered in the light of practical professional problems.

190. *Seminar in Administration* *Autumn, 5 hours*

A study of the interpersonal relationships inherent in team nursing from the standpoint of the team leader; principles of organization and administration as applied to the team leaders and the nurse in charge of a unit; demonstration and practice of advanced procedures. In the light of the senior student's experiences, comprehensive nursing is reviewed in a final major case study. Laboratory consists of eight weeks on the medical and surgical units.

192. *Seminar in Nursmg* *Second semester, 2 hours*

The development of nursing, trends in nursing; opportunities for the graduate nurse; job selections, and placement after graduation.

FINE ARTS

ACADEMIC DEAN, *Chairman;* J. MABEL WOOD, OLIVIA B. DEAN, ROGER HANSON, BURTON JACKSON.

The aim of this division is to provide for the student an emotional outlet and a means of self expression through forms of beauty and to prepare him for living a fuller life individually, socially, and professionally.

ART

1. *Fundamentals of Drawing* — *First semester,* 2 *hours*

The underlying principles of pencil drawing as basic to future work of art; principles of perspective and proportion.

2. *Design and Composition* — *Second semester,* 2 *hours*

Rhythm and balance of designs; study of color as applied to composition. Uses of various media as poster painting and colored ink.

3, 4. *Beginning Painting* — *Each semester,* 2 *hours*

Introduction to water color, oil paint and pastel paintings, landscapes, still life and flowers; originality will be stressed.

55, 56. *Advanced Painting* — *Each semester,* 2 *hours*

Here a student may desire to study further the use of the various media, also explore the relationships of abstract representation to realism. Instruction in clothed figure painting; landscapes and animal.

7, 8. *Sculpture* — *Each semester,* 2 *hours*

The various expressions in three dimensional forms are studied. Portrait sculpture, building up in soft materials as well as direct plaster techniques. Each student in the above art classes is given the work and guidance that will meet his individual art needs.

61. *Survey and Appreciation of Art* — *First semester,* 2 *hours*

A study of the arts of the western world as related to modern living. The contemporary and historical masters are studied to discover how they satisfy human needs.

MUSIC

Southern Missionary College offers two curriculums in music leading either to the Bachelor of Arts Degree with music as a major or to Bachelor of Music Education Degree. The Bachelor of Arts Degree

with music as a major is designed to stress a broad general education; the Bachelor of Music Education Degree is designed to stress specialized areas pertinent to the training of music teachers in the schools.

In determining the student's qualifications for admission to one of the degree courses in this subdivision, it is imperative that he demonstrate sufficient ability and skill to pursue successfully both the core of the curriculum and the courses in other academic fields. Approval for entrance and continuance within the Fine Arts Division is obtained by auditions before a panel of instructors from the division. They are guided by standards set up by the National Association of Schools of Music.

BACHELOR OF MUSIC EDUCATION

COURSE REQUIREMENTS

MAJOR (Music)	55 hours
Consisting of: Applied Music 22 hours; Theory 22 hours; Music History 4 hours; Music Education 7 hours.	
MINOR in Education — Psychology 51; 61; 111; 135; 140; 173; 174	18 hours
English 1-2	6 hours
Literature 31, 32 or 41, 42	4 hours
Fine Arts 61	2 hours
Health 7, 8	1 hour
Natural Science—Mathematics	12 hours
Religion	12-16 hours
Social Science	12 hours
Two of the following courses are required: Education 21 or 22; Religion 5; Health 51	4 hours
Electives—sufficient to make a four-year total of 128 semester hours.	

BACHELOR OF ARTS WITH A MAJOR IN MUSIC PERFORMANCE

COURSE REQUIREMENTS

MAJOR (Music)	32 hours
Including: Theory 16 hours; Applied Music 12 hours; History of Music 4 hours.	

MINOR	18 hours
English 1-2, Literature 31, 32 or 41, 42	10 hours
Fine Arts 61	2 hours
Foreign Language	6-14 hours
Health 7, 8	1 hour
Natural Sciences—Mathematics	12 hours
Religion	12-16 hours
Social Science	12 hours
Two of the following courses are required: Education 21 or 22; Religion 5; Health 51	4 hours
Electives—sufficient to make a four-year total of 128 semester hours.	

MAJORS: A major in Music requires thirty-two hours distributed as follows: Sixteen hours in Theory; four hours in History of Music; twelve hours in one field of performance with option to elect two of these twelve hours in a related performance area. See "Performance Requirements" for further information.

Ensemble is required for each semester in residence. Voice majors must be in the choir, string majors in the orchestra, and brass and woodwind majors must be in orchestra or band.

MINOR: Those wishing to minor in piano, voice, instruments, or organ must meet the same entrance requirements as stated for the major field. A minor in Music consists of eighteen hours, including eight hours in one of the offered fields of performance, six hours in Theory I 45-46, fours hours in History of Music 141-142, and two hours in electives from the upper biennium.

A maximum of two hours elective credit for participation in music organizations may apply toward graduation from any of the several college curriculums. See "Performance Requirements" for additional information.

THEORY

†1. *Fundamentals of Music* *First semester, 1 hour*

Basic musical concepts, to include sight singing, notation, and rhythmic response.

3-4. *Ear Training and Solfeggio* *Both semesters, 2 hours*

The development of rhythmic, melodic, and harmonic perception. A waiver may be granted by examination.

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†Does not apply toward major or minor in music. A waiver may be granted by examination.

45-46. *Theory I* *Both semesters, 6 hours*

Prerequisite: Music 1 or equivalent.

A study of primary and secondary choral structures, simple modulation and harmonization.

85-86. *Theory II* *Both semesters, 4 hours*

A continuation of Music 45-46. Introduction of ninth, eleventh, and thirteenth chords, altered chords and extended modulations, harmonization and creative work.

171. *Counterpoint* *Both semesters, 2 hours*

Prerequisite: Music 85-86.

A survey of contrapuntal practice of the 16th, 17th, and 18th centuries. The material ranges from two part ecclesiastical compositions to invertible counterpoint.

172. *Composition* *First semester, 2 hours*

Original writing in the smaller forms.

173. *Choral arranging* *Second semester, 2 hours*

Preparation of material for vocal ensemble.

174. *Orchestration* *Second semester, 2 hours*

Prerequisite: Harmony 85-86. Music 171-172 strongly recommended.

Writing and arranging for all of the instruments of the modern symphony orchestra.

175. *Band arranging* *First semester, 2 hours*

Writing and arranging for the instruments of the band.

184. *Form and Analysis* *Second semester, 2 hours*

Designed to lead to a clear understanding of the principles of musical texture and form from motif through symphony. Score reading and analysis.

185. *Music Literature and Criticism* *First semester, 2 hours*

Selection and evaluation of music materials.

MUSIC HISTORY

†62. *Survey and Appreciation of Music* *Second semester, 2 hours*

The impact of musical thought on western civilization during the past one thousand years. Illustrated lectures, discussions and recordings.

141-142. *History of Music* *Both semesters, 4 hours*

Cultural and musical-technical aspects of the style and form of musical thought from antiquity to the present time.

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†Does not apply toward major or minor in music.

CHURCH MUSIC

16. *Principles of Conducting* *Second semester,* 1 *hour*

Prerequisite: Music 1 or equivalent.

Study and application of the principles of song leadership adapted to evangelistic and church music.

115. *History of Church Music* *First semester,* 2 *hours*

A study of developmental trends in the music of the Christian Church—liturgical and nonliturgical. Music of Protestant movements emphasized.

116. *Hymnody* *Second semester,* 2 *hours*

The great hymns of the Christian Church; their function in worship and praise.

MUSIC EDUCATION

The studies in methods and materials involve not only development in actual performance ability and evaluation of available teaching materials; but also, and pre-eminently, a quest for pedagogical soundness and understanding of how to help individuals solve their musical problems.

133. *Vocal Materials and Techniques* *First semester,* 1 *hour*

Principles of voice production. Testing and classification of voices. Examination of suitable literature for choral, ensemble and solo use.

134. *String Materials and Techniques* *Second semester,* 1 *hour*

A study of the stringed instruments in class. Survey of teaching materials for class and private instruction.

137. *Brass Materials and Techniques* *First semester,* 1 *hour*

Stresses tone production, embouchure, fingerings and practical pedagogic technique; application in performance.

138. *Woodwind Materials and Techniques* *Second semester,* 1 *hour*

The study of problems of tone production, embouchure, fingerings, and other problems of woodwind playing. Comparison and evaluation of various class methods.

143. *Percussion Materials and Techniques* *First semester,* 1 *hour*

The use of percussion instruments in the band technique, and techniques of playing all percussion instruments. Interpretation of band scores, balance and special effects of the percussion section.

144. *Piano Pedagogy* *Second semester,* 1 *hour*

A study of materials and the proper approach to piano instruction.

181. *Conducting Techniques and Organization First semester, 2 hours*

Fundamentals of conducting; techniques of secondary choral and instrumental organization and performance.

192. *Administrative Seminar* *Second semester, one-half hour*

The secondary school music program; its place in the total school curriculum; how to operate it; how to expand and intensify its influence in the musical growth of individuals and the entire school.

PERFORMANCE REQUIREMENTS

For credit in piano, voice, violin, organ, or other instruments, one semester hour will be allowed for a minimum of 15 lessons with four hours of practice per lesson. Applications and examinations for freshman or advanced standing will be reviewed by a jury of the music faculty. Semester examinations will be given on materials covered.

Participation in and attendance at student recitals, public and studio, will be considered a part of the regular work.

Beginning instruction (Performance 3) is available to students for credit. Continuing instruction on varying levels of attainment is offered to students interested in specific areas of performance. Credit may be arranged in the following courses: Performance 3 (Preparatory—credit not applicable to music major or minor); Performance 21 (First year); Performance 51 (Second year); Performance 121 (Third year); Performance 151 (Fourth year). Any repetition of courses may be granted upon recommendation of the instructor.

The following courses in performance are offered for music majors. It is recommended that piano, organ, and violin majors must, as a minimum requirement, begin with a technical proficiency and reading ability at the fourth-grade level. Voice majors should be able to sing with musical intelligence standard songs in English (such as the simpler classics) and should be able to sing a simple song at sight. An elementary playing knowledge of the piano is urgently recommended. Instrumental majors should be able to procure musical tone and demonstrate true potential for technical mastery.

APPLIED MUSIC

3, 4 *Both semesters, 2-4 hours*

Private instruction in voice, piano, organ, or orchestral instrument. (Credit only as an elective.)

21, 22 *Both semesters, 2-4 hours*

Prerequisite: Examination for freshman standing.
Private instruction in voice, piano, organ, or orchestral instrument.

51, 52 *Both semesters, 4 hours*

Prerequisite: Applied Music 21 and 22: four hours.
Private instruction in voice, piano, organ, or orchestral instrument.

121, 122 *Both semesters, 4 hours*

Prerequisite: Applied Music 51 and 52: 4 hours
Private instruction in voice, piano, organ, or orchestral instrument.

151, 152 *Both semesters, 4 hours*

Prerequisite: Applied Music 121 and 122: 4 hours.

Private instruction in voice, piano, organ, or orchestral instrument. The orchestral instruments are violin, viola, cello, string bass, flute, oboe, clarinet, saxophone, bassoon, trumpet, French horn, trombone, baritone, marimba, and percussion instruments.

COURSES IN ENSEMBLE MUSIC

Credit one-half hour each semester

Although there is no charge for participation in music organizations if credit is not desired, yet *students should register for entrance in the organization.*

Admission to any musical organization is by audition. Regular attendance at rehearsals is required.

Ensembles on campus are organized and sponsored by members of the staff.

3. *Beginners' Band* (non-credit)
5. *Campus Band*
11. *Orchestra*
13. *Concert Band*
17. *Collegiate Choir*
19. *The Ladies' Chorus*
21. *Men's Chorus*
23. *Madrigals*

LANGUAGES AND LITERATURE

CLYDE G. BUSHNELL, *Chairman,* OLIVIA B. DEAN,
IRMA JEAN KOPITZKE, OTTO H. CHRISTENSEN, MARY H. DIETEL
GORDON HYDE, GORDON MADGWICK.

ENGLISH

MAJOR: A major in English requires thirty-two hours. It shall include a minimum of four hours and a maximum of eight hours of speech, four hours of lower biennium literature and nine hours of upper biennium literature. In addition, English History, or its equivalent, and the course in reading techniques are required. The latter course, besides the benefits it affords to the individual, will enable him to understand more clearly the problems of retarded readers he may meet in his classes subsequently. Other courses in history are to be selected in consultation with the student's major professor. It is recommended that all English majors take courses in History of Music and Art. and if planning to teach, the course in Directed Observation and Teaching 173, 174.

MINOR: A minor in English requires eighteen semester hours, including four hours of lower biennium literature and at least six hours of upper biennium literature and composition. Four hours of either speech or news writing may apply on the minor.

BACHELOR OF ARTS WITH A MAJOR IN ENGLISH

COURSE REQUIREMENTS

MAJOR (English)	32 hours
Including: Speech 5, 6, and Reading Techniques 02.	
MINOR in Education recommended	18 hours
Fine Arts 61 or 62	4 hours
Foreign Language	6-14 hours
Health 7, 8	1 hour
Natural Sciences—Mathematics	12 hours
Religion	12-16 hours
Social Science	12 hours
Vocational	4 hours
Two of the following courses are required:	
Education 21 or 22; Religion 5; Health 51 ..	4 hours
Electives—sufficient to make a four-year total of 128 semester hours.	

1-2. *Freshman Composition* *Both semesters, 6 hours*

Admission to English I depends upon the student's satisfactory performance in the entrance examination sections on mechanics and effectiveness of expression. No grade will be given for Freshman Composition unless the student has achieved a satisfactory score in reading speed and comprehension. See the 01 and 02 courses below.

01. *Basic Grammar* *First semester, 1 hour elective credit*

Students who do not reach the 30th percentile of the English placement test sections on mechanics and effectiveness of expression are required to register for this class, which meets on Tuesdays and Thursdays. Those who fail to reach the 30th percentile will be registered *temporarily* for the Freshman Composition class. At the end of 9 weeks a second placement test will be given, after which those who pass may drop Basic Grammar, receiving one hour of credit, and become permanent members of the Freshman Composition group; and those who do not may continue Freshman Composition only at the discretion of the teacher. Those who take Basic Grammar all semester and pass the entrance test repeated at the end of the semester will be given one hour of elective credit—credit, that is, which will not apply towards the English requirements for graduation. Students who do not pass in one semester will have to repeat the course the second semester. No more than one hour of credit may be earned for this course.

02. *Reading Improvement* *Either semester, 1 hour*

This class meets two days a week and carries one hour of elective credit. At least one semester of reading improvement is required of all sudents who do not reach the 30th percentile of the reading section of the placement tests. All who can should take it the first semester, but those whose score is not too low may, by special permission of the English department, be permitted to take it the second semester.

3, 4. *English Conversation for Foreign Students*
Both semesters, 2 hours

5, 6. *English Grammar and Composition for Foreign Students*
Both semesters, 4 hours

31, 32. *Survey Course in American Literature* *Both semesters, 4 hours*

A study of the chief poets and prose writers in America from pre-Columbian times to the present.

41, 42. *Survey Course in English Literature* *Both semesters, 4 hours*

A study of the chief British writers from Beowulf to the present.

53, 54. *Elements of Journalism* *Both semesters, 4 hours*

Relation of the press to society and world events. Practice in news writing and general reporting of church, school, and other activities for the public press. Personal interviews. Feature stories. Revision and correction of articles submitted.

101, 102. *Masterpieces of Literature* *Both semesters, 4 hours*

This is an introduction to great literature and is designed to fit the needs of the general Seventh-day Adventist college student. The year is spent in careful reading of the great writings from many countries.

17 or 107. *Special Projects in English* *Both semesters, 1 or 2 hours*

The content of this course will be adjusted to meet the particular needs of the individual student.

NOTE: Admission requirements for all upper biennium literature courses marked 100 or above: four hours of sophomore literature or special permission of the department chairman.

109. *Children's Literature* *First semester, 2 hours*

The course places special emphasis upon the selection and presentation of literature suitable for children and offers opportunity to examine many types of books for children.

122. *Advanced Grammar and Composition* *First semester, 3 hours*

A course designed to help prospective teachers and writers understand the structure of the English language and further develop the composition skills.

135, 136. *History of the English Language* *Both semesters, 4 hours*

A non-technical treatment of the periods of development of the language with special attention given to word study and vocabulary building.

141. *Elizabethan Literature* *First semester, 3 hours*

A study of the major English writers of the Elizabethan age.

143. *Milton* *First semester, 3 hours*

His poetry and prose works.

*144. *The Seventeenth Century and Neo-classical Period* *Second semester, 3 hours*

Introduction to the chief writings of the seventeenth and eighteenth centuries of English literature, excluding Milton.

*147. *The Romantic Movement* *First semester, 3 hours*

Historical and philosophical background of the period, changing attitudes in life and literature. Poets from Wordsworth to Keats. Prose writers from Lamb to Macaulay.

*Not offered 1958-'59.

*148. *The Victorian Period* *Second semester, 3 hours*

Continuation of 147. Poets from Tennyson to Kipling, and prose writers from Carlyle to Stevenson.

SPEECH

It is assumed that a graduate of a liberal arts college should be able to express his convictions clearly, logically and persuasively. The modern media of communication only emphasize this need. To this end, basic courses in fundamentals, and voice and diction, (Speech 5:6, and 63) may be elected without prerequisite. They are designed to serve students majoring in a wide variety of areas requiring communication skills, such as teaching, business administration, personnel work, salesmanship, law, the ministry—and, increasingly, the medical and dental professions.

The courses in Oral Interpretation, Persuasion, Argumentation, Discussion, Homiletics, and Elements of Radio and TV, may be entered with the consent of the instructor, and required academic standing.

MINOR: A speech minor requires eighteen semester hours. Laboratory facilities and direction are available to all speech students, providing opportunity for concentration on individual needs.

5:6. *Fundamentals of Speech* *Both semesters, 4 hours*

Establishment of a basic approach to speech, an elementary survey of the area, and opportunity to develop speaking ability under various speech situations.

63. *Voice and Diction* *First semester, 2 hours*

A basic study of the voice mechanism, and introduction to successful methods of voice improvement, with special attention to individual problems.

64. *Oral Interpretation* *Second semester, 2 hours*

Theory and practice in the art of conveying to others the meaning of selected readings, secular and sacred. Special needs of teachers and ministers considered.

113. *The Psychology of Persuasive Speech* *First semester, 3 hours*

Analysis of the bases for manipulating the motives of men toward the persuader's ends. Practice in preparation and presentation of persuasive speeches.

116. *Logic in Argumentation* *Second semester, 3 hours*

Emphasis on research methods; logical analysis; propoganda and public opinion. Study of masterpieces in argumentation.

* Not offered in 1958-'59.

119, 120. *Homiletics and Pulpit Delivery* *Both semesters, 4 hours*

Training in the preparation and delivery of the various types of talks and addresses the Christian worker or preacher is called upon to give.

*125. *Discussion Leadership* *First semester, 3 hours*

Development of skill in discussion; planning and conducting various types of public discussion; parliamentary procedure; discussion in education and democratic process.

*132. *Elements of Radio and TV* *Second semester, 3 hours*

An introduction to the medium of radio and the development of basic skills in the preparation and presentation of various types of radio programs. Laboratory hours will be arranged to suit group needs and schedules.

140. *Special Projects in Speech* *Both semesters, 1 hour*

The content of this course will be adjusted to meet the particular needs of the individual students working toward a Minor in Speech.

BIBLICAL LANGUAGE AND LITERATURE

MINOR REQUIREMENT: A minor in Biblical Languages may be obtained by 18 hours in Greek or with 14 hours of Greek plus 6 hours of Hebrew.

GREEK AND HEBREW

31-32. *Elements of New Testament Greek* *Both semesters, 8 hours*

A study of the grammar and syntax of the vernacular *koiné* Greek of New Testament times, with readings in the Epistles of John.

101, 102. *Intermediate New Testament Greek* *Both semesters, 6 hours*

A course in translation of readings from the Gospel of John and Revelation, with vocabulary building, advanced studies in grammar and syntax, with exegetical interpretation of the original text.

*121, 122. *Beginning Hebrew* *Both semesters, 6 hours*

The elements of Hebrew grammar, including the vowel system, vocabulary, writing, and selected reading from the Old Testament.

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*Not offered 1958-'59.

GERMAN

MINOR: The German minor, which consists of eighteen hours, must include courses 83-74; 127:128; 141:142. The elementary course, *Beginning German,* 21-22, may be included in the minor only if the student has an equivalent preparation in another language.

21-22. *Beginning German* *Both semesters, 8 hours*

A foundation course in grammar, pronunciation, and reading. Not open to students who have had two years of German in secondary school.

83, 84. *Intermediate German* *Both semesters, 6 hours*

Prerequisite: German 21-22 or two years of German in secondary school.

Advanced grammar; intensive and extensive reading of moderately difficult prose and poetry; oral and written exercises.

*127: 128. *German Conversation and Composition*
Both semesters, 4 hours

Prerequisite: German 21-22.

Development of skill in speaking, understanding and writing idiomatic German.

*141: 142. *Survey of German Literature* *Both semesters, 6 hours*

Prerequisite: German 83-84.

History and development of German literature; reading of representative works; collateral reading and reports.

BACHELOR OF ARTS WITH A MAJOR IN SPANISH

COURSE REQUIREMENTS

MAJOR (Spanish)	30 hours
Including: 93-94; 117, 118; 101:102 or 105:106. Exclusive of 1-2.	
MINOR	18 hours
English 1-2 Literature	10 hours
Fine Arts 61 or 62	4 hours
Health 7, 8	1 hour
Natural Sciences—Mathematics	12 hours

*Not offered 1958-'59.

Religion ..... 12-16 hours
Social Science 145, 146 ..... 12 hours
Vocational—Secretarial Science 13, 14 ..... 4 hours
Two of the following courses are required:
Education 21 or 22; Religion 5; Health 51 .... 4 hours
Electives—sufficient to make a four-year total of 128 semester hours.

History of Latin America is required of all majors in Spanish.

MINOR: A minor in Spanish requires eighteen semester hours.

The elementary course, *Beginning Spanish* 1-2 may be included in the major or minor only if the student has an equivalent preparation in another language.

1-2. *Beginning Spanish* *Both semesters, 8 hours*

A foundation course in grammar, pronunciation, and reading. Not open to students who have had two years of Spanish in secondary school.

93-94. *Intermediate Spanish* *Both semesters, 6 hours*

Prerequisite: Spanish 1-2 or two years of Spanish in secondary school.

Advanced grammar; intensive and extensive reading of moderately difficult Spanish texts, oral and written exercises. Not open to Spanish speaking persons with three credits in Secondary Spanish.

117: 118. *Spanish Conversation and Composition*
Both semesters, 4 hours

Prerequisite: Spanish 1-2 or equivalent. Not open to Latin-American nationals with three credits in Secondary Spanish. Development of skill in speaking, understanding, and writing idiomatic Spanish.

*101: 102. *Survey of Spanish Literature* *Both semesters, 6 hours*

Prerequisite: Spanish 93-94.

History and development of Spanish-American literature; reading of representative works.

*105: 106. *Survey of Spanish-American Literature*
Both semesters, 6 hours

Prerequisite: Spanish 93-94.

History and development of Spanish-American literature; reading of representative works.

*Not offered 1958-'59.

145-146. *The Golden Age of Spanish Literature*
Both semesters, 4 hours

Prerequisite: Spanish 93-94.

A study of the classical period of Spanish literature.

*161-162. *Spanish Poetry* *Both semesters, 4 hours*

Prerequisite: Spanish 101:102.

Study of Spanish versification, selected reading from Spanish and Spanish-American authors.

*165, 166. *Advanced Spanish Prose* *Both semesters, 6 hours*

Prerequisite: Spanish 101:102.

Extended reading from great authors of Spain and Spanish-America.

NATURAL SCIENCES - MATHEMATICS

JOHN CHRISTENSEN, *Chairman,* H. H. KUHLMAN,
CLARENCE E. CHINN, RAY HEFFERLIN, E. O. GRUNDSET

The Division of Natural Sciences and Mathematics is organized for the purpose of giving training in the fundamental sciences of Biology, Chemistry, Mathematics, and Physics. Many of the courses offered in these departments are basic for professional training in medicine, dentistry, optometry, nursing, other medical-related professions, and professional engineering. These must be taken before entrance into the training for a chosen profession.

Training for professional careers in Biology, Chemistry, and Physics may be had by taking majors in these fields. Minors in related fields are taken which contribute to the broader background of the student.

The foundation and survey courses are designed to give the general student an appreciation and understanding of the impact of the scientific discoveries, and the scientific method of thinking upon our modern civilization.

Relative to spiritual values the following quotation reflects the philosophy of the division of Natural Sciences and Mathematics:

"All true science is but an interpretation of the handwriting of God in the material world. Science brings from her research only fresh evidences of the wisdom and power of God. Rightly understood, both the book of nature and the written word make us acquainted with God by teaching us something of the wise and beneficent laws through which He works." Ellen G. White, *Patriarchs and Prophets,* page 599.

BIOLOGY

Bachelor of Arts with a Major in Biology

The courses in this subdivision are intended to give students a practical and cultural knowledge of this field of science, and to meet the needs of those planning to enter professional training in advanced biology, medicine, dentistry, nursing, and related fields. It is recommended that students majoring in biology minor in chemistry.

MAJOR: a major in biology consists of thirty semester hours, and must include Biology 1, 22, 45, 46, 110, and 127.

MINOR: a minor in Biology requires eighteen hours.

COURSE REQUIREMENTS

MAJOR (Biology) ..... Including 1, 22, 45, 46; 110, 127	30 hours
MINOR: Chemistry recommended	18 hours

English 1-2, Literature 31, 32 or 41, 42	10 hours
Fine Arts, including 61 or 62	4 hours
Foreign Language	6-14 hours
Health 7, 8	1 hour
Religion	12-16 hours
Social Science	12 hours
Two of the following courses are required:	
Education 21 or 22; Religion 5; Health 51	4 hours
Electives—sufficient to make a four-year total of 128 semester hours.	

Pre-medical students majoring in Biology will add Physics 51-52, Algebra 11, Trigonometry 12, Organic Chemistry 113-114, Quantitative Analysis 102, General Embryology 145.

The courses in Biology are intended to give the student fundamental and accurate information as a basis for the development of a sound scientific philosophy and as preparation for professional training.

1. *General Biology* — *First semester, 3 hours*

A study of biological principles and of the classification of the plant kingdom. Two hours lecture, three hours laboratory, each week.

2. *General Biology* — *Second semester, 3 hours*

Consideration of biological principles as related to animal life. Study of typical members of each phylum in the animal kingdom. Two hours lecture, three hours laboratory, each week.

9. *Nature Study and Conservation* — *First semester, 3 hours*

This course is planned for elementary teachers who wish to use nature materials furnished by their environment in their teaching. It includes conservation of natural resources, the study of birds, insects, flowers, trees, and related areas. Two hours lecture, three hours laboratory each week. This course is a methods course and is restricted to teacher training students.

11, 12. *Anatomy and Physiology* — *Both semesters, 6 hours*

A study of the fundamentals of human anatomy and physiology. Two hours lecture, three hours laboratory, each week.

22. Microbiology — *Either semester, 4 hours*

A study of micro-organisms; their relation to the production of disease in man and their modes of transmissions; methods used in

specific prevention or treatment of disease. Three hours lecture, three hours laboratory, each week.

45, 46 *General Zoology* *Both semesters, 8 hours*

A study of the general biological principles ot all animal life including their general structure, physiology, habitat, classification and life history. Three hours lecture, three hours laboratory, each week.

94 or 104. *Mammalian Anatomy* *Either semester, 2 hours*

Prerequisite: Biology 45 and 46, or equivalent. A junior or senior may register for this course for upper biennium credit.

The cat is studied as a typical mammal. One-half hour lecture, five hours laboratory work each week. May be offered first semester also if required by five or more students.

98 or 100. *Field Biology* *Second semester or Summer Session, 3 hours*

Prerequisite: Biology 1 and 2 or equivalent. A study of the life of plants and animals in the natural enviroment. One hour lecture, five to six hours laboratory each week.

*106. *Plant Physiology* *Second semester, 3 hours*

Prerequisite: Biology 1 or equivalent.

A study of the structure and functions of roots, stems, leaves, flowers, and fruits of some of the more common plants. Two hours lecture, three hours laboratory, each week.

107. *Parasitology* *First semester, 3 hours*

Prerequisite: Biology 2, or 45, or equivalent.

A general survey of the more important parasites of man and domestic animals. Two hours lecture, three hours laboratory, each week.

108. *Ornithology* *Second Semester or Summer Session, 2 hours*

Prerequisite: General Biology, 6 hours, or General Zoology, 8 hours.

An introduction to the external structure, classification, behavior, nesting, migration, and phylogeny of birds. Laboratory periods are spent studying birds in the field. One hour lecture, three hours laboratory work each week.

109. *Entomology* *First Semester or Summer Session, 2 hours*

Prerequisite: General Biology, 6 hours, or General Zoology, 8 hours.

An introduction to the study of insects with emphasis on development and behavior. Classification of important orders and families

*Not offered 1958-'59.

and the use of insect keys will be stressed in laboratory work. One hour lecture and three hours laboratory work each week.

*110. *Genetics* *Second semester, 3 hours*

Prerequisite: Biology 1 and 2 or equivalent.

A study of heredity as related to man and some domestic plants and animals. Two hours lecture, three hours laboratory, each week.

*122. *The Liverworts, Mosses, and Ferns* *Summer term, 2 hours*

Prerequisite: Biology 1 or equivalent.

A study of the liverworts, mosses, and ferns of this area. One hour lecture, five hours field work, each week.

127. *Systematic Botany* *Second semester, 3 hours*

Prerequisite: Biology 1.

The indentification of seed plants of the Collegedale area with a view of the acquisition of familiarity with the distinguishing features of the great plant groups. Two hours lecture, three hours laboratory, each week.

145. *General Embryology* *First semester, 3 hours*

Prerequisite: Biology 2, 45, or 46, or equivalent.

An introduction to the development of the vertebrate animal with emphasis on the development of the chick. Two hours lecture, three hours laboratory, each week.

*164. *Human Physiology* *Second semester, 3 hours*

Prerequisite: Biology 11 and 12, or 45 and 46, or equivalent.

A study of the structure and functions of the human body. Two hours lecture and three hours laboratory, each week.

*177. *Microtechnique* *First semester, 3 hours*

Prerequisite: Biology 1, 2.

Preparation, mounting and staining of various plant and animal tissues on slides for microscopic study. One hour lecture, six hours laboratory, each week.

*178. *Animal Histology* *Second semester, 3 hours*

Prerequisite: Biology 2, 45 or 46 or equivalent.

A descriptive study of normal tissues, including those of man. The

*Not offered 1958-'59.

microscopic identification and characteristics of stained sections is emphasized in the laboratory. One hour lecture, six hours laboratory, each week.

191 or 192. *Problems in Biology*

1 to 4 hours, 1 or 2 hours a semester

This course is for biology majors and minors only; individual research work in some field of biology. Content and method of study to be arranged.

CHEMISTRY

It is intended in this subdivision to give students a practical and a cultural knowledge of this field of science, and to provide for the needs of those planning to become chemists or to enter professional training in medicine, dentistry, nursing, and related fields.

A minor in Physics or Biology is recommended, and Mathematics through Calculus, and Physics 51-52 are advised.

A major or minor in Chemistry must include Chemistry 102 and 114 except for Home Economics or Dietetics students minoring in chemistry.

This degree does not necessarily prepare for graduate work in chemistry unless Chemistry 151, 152 are included.

BACHELOR OF ARTS WITH A MAJOR IN CHEMISTRY

COURSE REQUIREMENTS

MAJOR (Chemistry)	30 hours
Including: 1-2; 63, 83-84; or 113-114; †102, 144, 190.	
MINOR in Mathematics, Physics, or Biology recommended	18 hours
English 1-2, Literature 31, 32 or 41, 42	10 hours
Fine Arts, including 61 or 62	4 hours
Foreign Language (German Recommended)	6-14 hours
Health 7, 8	1 hour
Religion	12-16 hours
Social Science	12 hours
Mathematics 11, 12	6 hours
Two of the following courses are required: Education 21 or 22; Religion 5; Health 51	4 hours

† 3 hours

Electives—sufficient to make a four-year total of 128 semester hours.

Pre-medical students will add Biology 45-46 (or 1, 2,) and 145, Physics 51-52, Algebra 11, and Trigonometry 12. They should include in the major, Chemistry 83-84 (or 113-114) and 102.

1-2. *General Chemistry* *Both semesters, 8 hours*

Prerequisites: High school Algebra and either high school Physics or Chemistry or the instructor's permission. (It is recommended that Math. 11 and 12 be taken concurrently.)

An introduction to the elements and their principal compounds; the fundamental laws and accepted theories of chemistry. Three hours lecture, three hours laboratory, each week.

*5. *Introduction to Chemistry.* *First semester, 3 hours*

This course is designed specifically for students preparing for elementary school teaching. It consists of simple demonstrations of chemical principles, using materials available in the home or school and a discussion of the basic principles involved; emphasis is laid on application to home situations and on relationships to other sciences. Training is also given in the use of chemical illustrations to demonstrate character lessons. This course carries credit only toward a degree in elementary education. Two hours lecture, three hours laboratory.

7-8. *Survey of Chemistry* *Both semesters, 6 hours*

Prerequisite: High school algebra, and either high school physics or chemistry, or instructor's permission.

A survey course designed to familiarize the student with the basic principles of chemistry. Attention is given particularly to solutions, chemistry of nutrition, digestion, and metabolism. Especially helpful to nursing students and to students taking chemistry for science requirement only. Two hours lecture, three hours laboratory, each week.

63. *Qualitative Analysis* *First semester, 2 or 3 hours*

Prerequisite: Chemistry 1-2, Mathematics 11, 12 or equivalent.

A study of the principles and methods for the separation and identification of inorganic ions; analysis of several unknowns. Two hours lecture (one hour of which is laboratory instruction requiring no homework), two or five hours laboratory, each week.

81. *Organic Chemistry* *First semester, 4 hours*

A brief study of simple organic compounds, both aliphatic and

*Not offered 1958-'59.

aromatic and their reactions. Three hours lecture, three hours laboratory each week.

83-84. (or 113-114) *Organic Chemistry* *Both semesters, 8 hours*

Prerequisite: Chemistry 1-2.

A study of the aliphatic and aromatic compounds of carbon and their reactions. The laboratory work includes typical syntheses of various compounds. Three hours lecture, three hours laboratory, each week.

102. *Quantitative Analysis* *Second semester, 2 or 3 hours*

Prerequisites: Chemistry 1-2, 63.

This course includes the study of typical volumetric and gravimetric methods, quantitative determinations of acidity, alkalinity, and percentage composition of a variety of unknowns. Two hours lecture for nine weeks, three or six hours laboratory, each week.

121. *Organic Qualitative Analysis* *First semester, 2 or 3 hours*

Prerequisite: Chemistry 83-84.

Application of solubility principles, classification reactions and the preparation of derivatives to the identification of both pure compounds and mixtures. Two hours of lecture for nine weeks, and three or six hours of laboratory each week.

122. *Advanced Organic Chemistry* *Second semester, 3 hours*

Prerequisite: Chemistry 83-84.

Laboratory principles and practice in the synthesis of various organic compounds and other selected topics. Two hours of lecture, and three hours of laboratory work each week.

134. *Advanced Quantitative Analysis* *Second semester, 2 hours*

Prerequisite: Chemistry 102.

A study of some additional methods of analysis beyond those considered in Chemistry 102. Special attention is given to spectrophotometry, potentiometric and conductometric titrations and other instrumental techniques. One hour lecture and three hours laboratory each week.

144. *Laboratory Glass Blowing* *Either semester, 1 or 2 hours*

Training is given in the manipulation of glass for the fabrication of laboratory apparatus. Three or six hours laboratory each week. This course does not count on basic science requirements nor on the 30 hours of the major.

151:152. *Physical Chemistry* *Both semesters, 8 hours*

Prerequisite: Chemistry 102, Physics 51-52, Mathematics 11 and 12.

Calculus advised for 151, and required for 152.

A study of the facts, laws, theories, and problems relating to gases, liquids, solids, solutions, equilibrium, thermo-chemistry, electro-chemistry, and atomic structure. Three hours lecture, three hours laboratory, each week.

171:172. *Biochemistry* *Both semesters, 6 hours*

Prerequisite: Chemistry 83-84, (or 113-114).

The materials, mechanisms, and end-products of the processes of life under normal and pathological conditions are studied. Two hours lecture, three hours laboratory, each week.

190. *Special Problems in Chemistry* *Either semester, 1 to 3 hours*

Individual research under the direction of the members of the staff. Problems are assigned according to the experience and interest of the student.

BACHELOR OF SCIENCE WITH A MAJOR IN CHEMISTRY

This degree is a preparation for graduate work in chemistry or for a professional career in chemistry.

COURSE REQUIREMENTS

MAJOR (Chemistry)	36-39 hours
Including: 1-2; 63, 102, 113-114; 121, 144, 151, 152, 122 or 171, 172 if student is interested in Biochemistry	
MINOR should be chosen from Math., Physics, Biology or Foods and Nutrition	18 hours
English 1-2	6 hours
Literature 31, 32, or 41, 42	4 hours
Fine Arts, including 61 or 62	4 hours
Foreign Language—German 83, 84	6 hours
Health 7, 8	1 hour
Natural Sciences—Mathematics, Biology 22‡, 45‡, 46‡; Physics 51-52; Math. 11, 12, 71, 72	34 hours
Religion	12-16 hours

†A minor should be chosen in one of the following fields by using electives as follows: Math. 4 hours, Biology 7 hours, or Physics 10 hours.
‡Required only for students planning to do graduate work in Biochemistry.

Two of the following courses are required:
Education 21 or 22; Religion 5; Health 51 .. 4 hours
Social Science ..... 12 hours
Electives—sufficient to make a four-year total of 128 semester hours.

MATHEMATICS

The objectives of this subdivision are to acquaint the student with the meaning, scope, methods, and content of Mathematics, and to show some of the relationships and contributions of this science to modern civilization and culture.

MINOR: A minor in Mathematics requires eighteen hours (exclusive of Mathematics 1-2).

1. *Fundamental Concepts of Mathematics* *First semester, 2 hours*

This course is designed for the teacher education program. It emphasizes the major concepts of number, measurement, function and proof which help man to understand the quantitative relationships in his natural and social environment.

2. *Functional Mathematics* *Second semester, 2 hours*

A thorough review of fundamental processes of arithmetic; development of a mature understanding of arithmetic.

11. *College Algebra* *First semester, 3 hours*

Prerequisite: One year of high school Algebra.

Students with two years of high school Algebra may not receive credit for this course.

A review of fundamental operations; first and second degree equations; determinants; imaginary numbers; binomial theorem; theory of equations.

12. *Plane Trigonometry* *Second semester, 3 hours*

Prerequisite: Math. 11, and Plane Geometry.

A study of the six trigonometric functions, and of logarithms; their use in the solution of the triangle.

15. *Slide Rule* *Second semester, 1 hour*

Prerequisite: Math. 12 advised. Offered upon demand.

51, 52. *Analytical Geometry* *Both semesters, 4 hours*

No credit may be received for the above courses if Math. 71 and 72 have been taken previously.

Equations of useful curves in rectangular and polar coordinates; plotting of complex numbers; methods of finding the equations for experimental curves. Some calculus is introduced and used.

71:72 or 101:102. *Differential and Integral Calculus* *Both semesters, 8 hours*

Prerequisite: Math. 11 and 12. Math. 71 is required for enrollment in Math. 72. Upper biennium students may receive upper biennium credit for this course.

The methods of the Calculus with extensive applications in the fields of Chemistry and Physics.

111. *Differential Equations* *First semester, 3 hours*

Prerequisite: Math. 71 and 72.

Introduction to the differential equations to be encountered in advanced work in Physics or Chemistry. Solutions for simple boundary conditions.

*112. *Theory of Statistics and Probability* *Second semester, 2 hours*

Prerequisite: Math. 71 and 72.

114. *Vector Analysis* *Second semester, 3 hours*

Prerequisite: Math. 71 and 72.

Representation of geometric and physical quantities in a form independent of the coordinate system. Fundamental physical equations transferred from one set of coordinates to another.

BACHELOR OF SCIENCE WITH A MAJOR IN NATURAL SCIENCE

Course Requirements

Major (Natural Sciences) ..... 36 hours

This major is designed especially for teachers to enable them to receive a wider, more diversified training in the whole area of Natural Sciences. (Biological Science, Chemistry, Physics, Mathematics.) It consists of thirty-six semester hours, eighteen of which must be in one area (six of which must be upper biennium), and a minimum of eight hours each in two others. Open only to prospective teachers.

Education—Psychology 5, 51, 52, 111, 135. 136, 173, 174; 190 or 192; 107, 150 or 180 (This gives a minor in Education)	24 hours
English 1-2	6 hours

*Not offered 1958-'59.

Literature 31, 32, or 41, 42	4 hours
Speech 5-6	4 hours
Fine Arts, including 61 or 62	4 hours
Health 7, 8	1 hour
Religion	12-16 hours
Social Science	12 hours
Two of the following courses are required: Education 21 or 22; Religion 5; Health 51	4 hours

†Electives sufficient to make a four-year total of 128 semester hours.

PHYSICS

The courses in this subdivision are intended to present Physics as a typical science, and to acquaint students with its relation to other sciences and with some of its applications in the fields of research, engineering, radio communication, medicine, and dentistry.

MAJOR: A major in Physics requires thirty hours. Mathematics through differential equations is indispensable. Industrial Education 1-2 is suggested for the vocational requirement for students who do not follow the pre-medical curriculum.

MINOR: A minor in Physics requires eighteen hours.

BACHELOR OF ARTS WITH A MAJOR IN PHYSICS

COURSE REQUIREMENTS

MAJOR (Physics) (Physics 51-52, 181, 182; Math. 11, 12, 71:72, 111 are required; Chemistry 1-2 is recommended; Chemistry 151:152 may count on the physics major)	30 hours
MINOR	18 hours
English 1-2	6 hours
Literature 31, 32 or 41, 42	4 hours
Fine Arts, including 61 or 62	4 hours
Foreign Language (German or French recommended)	6-14 hours
Health 7, 8	1 hour
Religion	12-16 hours
Social Science	12 hours

†Electives to be selected to meet denominational and state certification.

Two of the following courses are required:
Education 21 or 22; Religion 5; Health 51 .. 4 hours
Electives—sufficient to make a four-year total of 128 semester hours.

Pre-medical students will add Biology 45, 46 (or 1, 2) and 145 and Chemistry 1-2, 63, 102, 113-114.

PHYSICS

*2. *Introduction to Physics* — *Second semester, 3 hours*

This course is designed specifically for students preparing for elementary school teaching. Simple demonstrations of physical principles, using materials available in the home or school, and discussion of basic ideas involved; emphasis is laid on application (to home appliances, automobile, and such things) and on the perception of character lessons in the material. Open only to students in elementary education curriculum. Two hours lecture, three hours laboratory each week.

51-52. *General Physics* — *Both semesters, 8 hours*

Prerequisite: Math. 11 and 12.

An introductory course in mechanics and heat; wave motion and sound; magnetism and electricity; light and modern physics. Three hours lecture, three hours laboratory, each week.

*61. *Descriptive Astronomy* — *First semester, 3 hours*

An elementary study of our solar system and its relation to the stellar universe.

*82. *Electronics* — *Second semester, 4 hours*

Prerequisite: One unit of secondary mathematics.

A non-mathematical treatment of common receivers, transmitters, and transducers as the microphone, speaker, and antenna.

*102. *Physical Optics* — *First semester, 4 hours*

Prerequisite: Physics 51-52; Math. 71 and 72.

Refraction, reflection, interference, and absorption of light are shown to follow from the principles introduced in General Physics. Three hours lecture, and three hours laboratory, each week.

103. *Kinetic Theory* — *First semester, 3 hours*

Prerequisites: Physics 51-52; Math. 71 and 72.

Many properties of gases, liquids, and solids can be derived from the assumption that matter is composed of small particles in motion. Three hours lecture each week.

*Not offered 1958-'59.

112. *Advanced Electronics* *Second semester, 3 hours*

Prerequisites: Physics 82 or radio experience, and Math. 11. More advanced circuits in the areas of radio communications and technical processes. Transistors. Equations of the amplifier are investigated to find band width and amplification. Two hours lecture, and three hours laboratory each week.

*123. *Atomic Physics* *First semester, 3 hours*

Prerequisite: Physics 51-52; Mathematics 111.

Analysis of atomic spectra from the Bohr-Sommerfeld model of the atom. Introduction to the wave mechanics.

*124. *Nuclear Physics* *Second semester, 3 hours*

Prerequisite: Physics 123.

The contributions of each of several models of the nucleus to our understanding of radioactivity, fusion and fission. Discussion of the source of stellar energy.

*151:152. *Analytic Mechanics* *Both semesters, 6 hours*

Prerequisite: Physics 51-52, Math. 71:72. Math. 111 advised.

The mechanics of general physics is reformulated in more advanced terms, and problems such as that of the gyroscope are discussed. Introduction to the theory of relativity. Vectors are discussed as needed.

161:162. *Electricity and Magnetism* *Both semesters, 6 hours*

Prerequisites: Physics 51-52; Math. 71:72; 111 by second semester.

The electromagnetic principles of general physics are reformulated in advanced terms so that problems may be discussed such as wave guides. Vectors are introduced as needed. Three hours lecture, or occasionally, two hours lecture and three hours laboratory, each week.

181, 182. *Spectroscopy* *Either semester, 4 hours*

The student takes part in the research project under way in the Physics department and becomes familiar with research procedure and reporting. This course is limited to majors and minors.

191, 192. *Problems in Physics* *Either semester, 1 hour*

Individual research work in some field of Physics elected by the student.

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*Not offered 1958-'59.

SOCIAL SCIENCES

G. E. SHANKEL, CHAIRMAN; E. T. WATROUS

The objectives of the Division of Social Sciences are to aid in the application of divine ideals to all human relationships; to foster an appreciation of true social and political culture, locally, nationally, and internationally; to develop an intelligent understanding of the relationship between history and Biblical prophecy; and to prepare teachers in the social sciences.

The purpose of the social studies is to assist the student in understanding the complexities of modern society and how the providence of God has influenced history. It is designed to enable him to prepare himself and others for the service of mankind here and for the life hereafter.

BACHELOR OF ARTS WITH A MAJOR IN HISTORY

COURSE REQUIREMENTS

MAJOR (History)	30 hours
Including: 1, 2, 53, 54, 184	
MINOR	18 hours
English 1-2	6 hours
Literature 31, 32 or 41, 42	4 hours
Fine Arts 61 or 62	4 hours
Foreign Language	6-14 hours
Health 7, 8,	1 hour
Natural Sciences—Mathematics	12 hours
Religion	12-16 hours
Vocational	4 hours
Two of the following courses are required: Education 21 or 22; Religion 5; Health 51.	4 hours
Electives—sufficient to make a four-year total of 128 semester hours.	

HISTORY

MAJOR: A major in history requires thirty hours. It shall include History 1, 2, 53, 54, and 184, and may include six hours of upper biennium political science credit. History majors should choose one of the following fields for the minor: Economics, Secondary Education, Religion.

MINOR: For a minor in history eighteen hours are required, including History 1, 2, 53, 54. It should include three hours of upper biennium political science credit. The remainder of the requirement should be in the fields of history and political science.

1, 2. *Survey of Civilization* *Both semesters, 6 hours*

An introductory consideration of the ancient classical and medieval contributions to our own civilization, and a consideration of modern and current developments.

*6. *History of the Seventh-day Adventist Church*
Second semester, 2 hours

A survey of the rise and progress of the Seventh-day Adventist church. Factors such as the objectives, philosophy, and policies of the denomination are examined. Does not apply on State Teachers' Certification.

51, 52. *Current Affairs* *Both semesters, 2 hours*

A course in current political developments of significance both domestic and international. Newspapers and current periodicals are used as materials. Prerequisite: History 1, 2 or 53, 54.

53, 54. *American History and Institutions* *Both semesters, 6 hours*

A study of the development of the character and civilization of the American people, including their politics and social institutions, and reaching to the present time.

*111, 112. *The Renaissance and the Reformation*

Prerequisite: History 1, 2. *Both semesters, 4 hours*

An analysis of the revival of learning, of the social changes from medieval to modern conditions, and of the causes and courses of the Protestant Reformation which was followed by the Counter Reformation.

*115. *The Revolutionary Era* *Second semester, 3 hours*

An analysis of the social, political, religious, cultural, and economic movements during the revolutionary period 1789-1815.

*131. *History of Antiquity* *First semester, 3 hours*

Prerequisite: History 1, or equivalent.

A study of the ancient nations, chiefly Babylonia, Assyria, Egypt, Persia, and Israel.

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*Not offered 1958-'59.

*132. *History of the Classical World* *Second semester, 3 hours*

Prerequisite: History 1, or equivalent.

A consideration of Greek culture, of Alexander's Hellenistic empire, of Roman institutions, and of the impact of Christianity upon the ancient world.

145, 146. *History of Latin America* *Both semesters, 4 hours*

Prerequisite: History 53 and 54, or equivalent.

A survey of the colonial period, and a careful analysis of the political, economic, social, religious, and cultural development of the Latin-American Republics, and their present relation to world affairs.

148. *History of the South* *Second semester, 3 hours*

A study of the old South from the discovery through the war between the states, the reconstruction and the subsequent developments and recent changes, including the current scene.

151. *Ancient and Medieval Christianity* *First semester, 3 hours*

Prerequisite: History 1, or equivalent.

A survey of movements, tendencies, doctrines, and personalities in the Christian church from Apostolic days to the modern era.

152. *Modern Christianity* *Second semester, 3 hours*

Prerequisite: History 2, or equivalent.

A study of the reformatory movements in various countries and the development of the modern and current religious situation.

184. *Seminar in History* *Second semester, 1 hour*

Open only to majors in history. Problems of historical research, materials, and methods.

POLITICAL SCIENCE

115. *American National and State Government*

First semester, 3 hours

The establishment and operation of the Federal Constitution; the national and local judiciary; state, county, and local governments.

162. *Contemporary International Relations* *Second semester, 3 hours*

Prerequisite: History 1 and 2 or 53 and 54 or equivalent.

A critical analysis of the chief factors influencing present-day world affairs, with special emphasis on the ideological and religious background of current conflicts.

* Not offered in 1958-'59.

SOCIOLOGY

20. *Introduction to Sociology* — *Either semester, 2 hours*

82, or 182. *Marriage and the Family* — *Either semester, 2 hours*

A course in the ethics of human relationships including the place of the family in society, a Christian approach to the problem of marriage and family life and the inter-relation of parents and children. (By special arrangement to do extra work, this course may carry upper biennium credit as Sociology 182.)

156. *Field of Social Work* — *Second semester, 3 hours*

The historical background, methods, and functions of public and private programs in the field of social welfare.

GEOGRAPHY

141. *World Geography* — *Second semester, 3 hours*

Maps, land forms, soil, mineral resources, weather, and climate are considered. Man's adjustment to various physiographic regions is studied.

PRE-TECHNICAL CURRICULUMS

Southern Missionary College offers pre-professional and pre-technical curriculums in a wide variety of fields. These open the way for students to enter professional schools of their choice for more specific training, or to enter upon a career as technicians.

The College is prepared to cooperate with students desiring to enter fields not listed below, and will work out special sequences of courses needed to meet the entrance requirements to such institutions as may be chosen.

PRE-MEDICAL

Nearly all medical colleges now require a bachelor's degree of all candidates. Therefore students who later expect to enter a medical college should register as candidates for a Bachelor of Arts Degree, selecting suitable majors and minors.

Students planning to transfer to the College of Medical Evangelists, Loma Linda, California, or any other medical college, should select entrance courses as outlined in the current bulletin issued by that college. Currently these essential courses include:

	Semester Hours
Biology 45, 46, or 1, 2 plus 2 hrs. Electives	8
English 1-2	6
Foreign Language	6-14
General Chemistry 1-2	8
General Embryology 145	3
History 53, 54	6
Chemistry 83-84 (or 113-114)	8
Physics 51-52	8
Quantitative Analysis 102	3
Religion	12-16

The quality of scholarship required for entrance demands that a grade-point average in natural sciences and other subjects, figured separately, should be not less than 1.5 and a higher grade point average is desirable. Actually the College of Medical Evangelists is not now accepting any candidates with less than a 1.7 grade-point average. Students who do not reach this grade-point average will not be recommended.

PRE-DENTAL

Admission: See page 32.

Class A dental colleges require a minimum of two years (sixty hours) of college work, including certain prescribed courses. Students planning to enter the Dental School of the College of Medical Evangelists, Loma Linda, California, should plan on three years of college work, to include the following courses:

	Semester Hours
Biology 45, 46, or 1, 2	8
Chemistry 1-2, 83-84	16
English 1-2	6
Mathematics 11, 12	6
Physical Education 7, 8	1
Physics 51-52	8
Religion	8

PRE-LABORATORY TECHNICIAN

Southern Missionary College prepares students for admission to the School of Laboratory Technique of the College of Medical Evangelists. Admission requirements to this pre-medical technology curriculum are the same as for curriculums leading to the Bachelor of Science Degree (See page 32.) Three years of college, totaling 96 semester hours, are required as preparation for entrance to a school of medical technology. The 96 hours must include:

	Semester Hours
History 53 or 54	3
American National and State Government 115	3
College Algebra 11	3
Plane Trigonometry 12	3
Physics 51-52	8
Biology 11, 12, 22, 45, 46	18
Chemistry 1-2, 63, 102; 83-84; 171	22
Religion	12-16
English 1-2	6
Psychology 51, 52	4 hours
Foreign Language (German, French, Spanish, or Greek)	8

A student presenting two units of the same foreign language from the secondary school may be exempted from this requirement.

A student presenting three, or more, units of Bible from the secondary school will take 12 hours; one presenting two units, 14 hours; and one presenting one unit, or less, 16 hours.

Further information regarding the requirements of the School of Laboratory Technique, College of Medical Evangelists, Loma Linda, California, may be obtained from the bulletin of that school. Students who complete the above courses in college plus the one-year laboratory technician's curriculum in the School of Laboratory Technique at the College of Medical Evangelists will receive the Bachelor of Science Degree from that institution.

PRE-X-RAY TECHNICIAN

Admission: See page 48.

Thirty semester hours are needed for admission to the College of Medical Evangelists School of X-ray Technique. The following courses should be taken:

	Semester Hours
Anatomy and Physiology 11, 12	6
Chemistry 7, 8	6
College Algebra and Plane Trigonometry 11, 12	6
General Physics 51, 52	8
Religion	6

PRE-OPTOMETRY

Admission: See page 48.

The optometry course usually consists of a five-year curriculum, the first two years of which may be taken in an accredited college. The following courses which should be included in the two years' work will fulfill the requirements in most colleges of optometry. The student, however, should check with the requirements of the school of his choice.

	Semester Hours
Biology 45, 46	8
Chemistry 1-2	8
English 1-2	6
Mathematics 11, 12, 51, 52	10
Physical Education 7, 8	1
Physics 51-52	8
Psychology 51, 52	4
Religion	6

PRE-PHARMACY

One year of college work is required for admission to schools of pharmacy. The Bachelor of Science in Pharmacy may be obtained at the University of Tennessee and most other universities in three additional years after completing the following courses in Southern Missionary College. Only students having an average of C are admitted to schools of pharmacy. The following courses should be included:

	Semester Hours
Biology 1, 2	6
Chemistry 1-2	8
English 1-2	6
Mathematics 11, 12	6
Physical Education 7, 8	1
Religion 1, 2, or 11, 12	4

PRE-PHYSICAL THERAPY

The College of Medical Evangelists requires two years of college work for admission. The following courses should be included in the curriculum.

	Semester Hours
Religion	8
History 53 or 54	3
Political Science 115	3
Psychology 51, 52	4
Electives in Psychology	2
English 1-2	6
Speech 5 or 6	2
Physical Education 7, 8	2
Biology 45, 46	8
Biology 22	4
Chemistry 7-8	6
Electives from any field to make total of 62 sem. hrs.	

PRE-DENTAL HYGIENE

Students planning to take the Pre-dental Hygiene Curriculum at the College of Medical Evangelists should take two years of college work (64 semester hours) and include the following:

	Semester Hours
Accounting 11	3
Biology 2, 11, 12, 22	13
Chemistry 1-2, 81	12
English 1-2	6
History 53, 54	6
Nutrition 2	2
Physical Education	2
Psychology 51, 52	4
Secretarial Science 13	2
Sociology 20	2
Speech 5, 6	4
Religion	8

PRE-ENGINEERING

Although Southern Missionary College does not offer an engineering degree, a two-year preparatory curriculum is offered, the completion of which enables students to transfer to an engineering school without loss of time. For the first two years all engineering students take approximately the same natural sciences, mathematics, and core-curriculum courses. The following embodies the basic requirements.

	Semester Hours
Chemistry 1-2	8
English 1-2	6
Mathematics 11, 12, 51, 52, 71:72	20
Physical Education 7, 8	1
Physics 51-52, 82	12
Mechanical and Architectural Drafting 1, 2, 103-104	12
Religion	8

PRE-LAW

The program below has been fashioned to meet the requirements of the Law School of the University of Tennessee and others accredited by the National Association of American Law Schools. Students who complete 96 semester hours with a grade-point average of 1.0 or better may receive the Bachelor of Arts Degree from Southern Missionary College upon satisfactory completion of 32 semester hours in the law school provided:

1. That the last year of pre-professional work be taken in residence at Southern Missionary College.
2. That application for this degree be made before entering the law school.
3. That the student maintain up to the time of his graduation a pattern of living and conduct compatible with the aims and objectives of Southern Missionary College.
4. That the student fulfills the requirements for a major and a minor.

The courses as outlined below should be in the three-year curriculum necessary for entrance to a law school.

English 1-2; 31, 32 or 41, 42	10 hours
Language	6-14 hours
Religion	12 hours
Science	12 hours
Social Science 53, 54, 115	9 hours
Business Law 55, 56, 104	6 hours
Psychology	4 hours
Speech 5:6	4 hours

FINANCIAL INFORMATION

EXPENSES

Having met the full financial and labor requirements the student has actually covered only part of the full cost of his instruction and maintenance. The operating deficit is covered by gifts, subsidies, and funds from other sources. The educational opportunity afforded each student in Southern Missionary College represents a large investment in buildings and equipment, averaging more than two thousand dollars for each student enrolled.

BASIC COSTS

RENT IN RESIDENCE HALLS

A room charge of $19.00 per calendar month is made to each student residing in a school home. The rate for rooms with adjoining bath is $21.00 for each student. On this basis two students occupy one room. Where three students occupy one room, the monthly charge per student is reduced by $2.00. No refund is made because of absence from the campus either for regular vacation periods or for other reasons.

MARRIED STUDENTS' HOUSING

The College provides approximately thirty-five apartments for married students. These range in size from two room to four rooms and are unfurnished. Rents range from $26.00 per month to $45.00 per month. Prospective students are invited to write to the Assistant Business Manager for details. A reservation deposit of $10.00 is charged. This is refunded on the student's final statement of the school year pending satisfactory clearance of housing.

There are fifty or more privately owned apartments in the Collegedale community. These also are available to students. Information may be supplied by the Assistant Business Manager upon request.

BOARD CHARGES

The cafeteria plan of boarding is used, which allows the student the privilege of choosing his food and paying only for what he selects. The minimum monthly charge for dormitory students is $20.00 for women and $24.00 for men. This covers a full calendar month. Board charges for students vary greatly. The average monthly charge of the past school year was approximately $40.00 for men and $30.00 for women. However, individual charges varied from $17.90 to $68.10 for men and from $15.20 to $49.10 for women.

No reduction of the minimum charge is made for absence from the campus except for specified vacations of one week or more, and in

cases of emergency. Three meals a day are served. Students living in the residence halls are expected to take their meals in the dining room.

ADVANCE DEPOSIT AND MATRICULATION FEE

An advance payment is required of all students including veterans and those expecting colporteur or teaching scholarships on or before the date of registration. Included in this advance payment is a deposit which is refunded at the close of the school year or upon withdrawal from school. The refundable deposit is $50.00 less than the advance payment required.

The amount of this advance payment is determined as follows:

A. Those being charged housing, tuition, and board $150.00
B. Those being charged any two of the three above 125.00
C. Those being charged any one of the three above 100.00

For a married couple, each enrolled for eight hours or more of school work, the regular advance deposit will be required from each. For a combined total fifteen semester hours or less, the charge will be the same as for one person.

Students registering for music only are not required to pay any advance deposit or general fee, but there is a $2.00 registration fee for all such music students. However, a rental will be levied for use of piano or organ.

CHEMISTRY LABORATORY DEPOSIT

All students registered for a chemistry course will be charged a $5.00 deposit before they will be assigned to a chemistry locker. This deposit will be refunded to the student at the close of the course or upon dropping the course, provided the student cleans his locker and equipment in a manner prescribed by the Chemistry Department. Any breakage, however, will be deducted from the advance deposit.

STUDENT ASSOCIATION

The Student Association of Southern Missionary College publishes the school paper, *The Southern Accent,* and the annual, *The Southern Memories.* The Student Association also has other financial obligations such as the payment of major offices, school projects, etc. To cover the costs of these various endeavors a fee of $12.00 per student per year is required. This fee, appearing on the first statement, is included in the advance payment and is not refundable.

In the case of married students both attending school only one student association fee is charged per family. However, a $1.00 charge will be made for the extra photo required for the annual.

TUITION AND FEES—For 1958-'59 Fiscal Year

Semester Hours	Tuition Per Sem.	Tuition	Gen. Fee	Total
1	$27.00	$54.00	$ 5.00	$59.00
2	48.00	96.00	10.00	106.00
3	67.00	134.00	15.00	149.00
4	88.00	176.00	32.00	208.00
5	109.00	218.00	32.00	250.00
6	125.00	250.00	32.00	282.00
7	162.00	324.00	42.00	366.00
8	162.00	324.00	42.00	366.00
9	162.00	324.00	42.00	366.00
10	216.00	432.00	42.00	474.00
11	216.00	432.00	42.00	474.00
12	216.00	432.00	42.00	474.00
13	228.00	456.00	42.00	498.00
14	228.00	456.00	42.00	498.00
15	240.00	480.00	42.00	522.00
16	240.00	480.00	42.00	522.00
17	250.00	500.00	42.00	542.00
18	260.00	520.00	42.00	562.00

Tuition charges are made in four equal installments for each semester, monthly, beginning with the statement for October.

It is assumed to be the earnest purpose of each student to secure an education, and since even those working their entire way have time for as much as one-half of a full-class load, each student is urged to carry at least that much school work. Except by permission of the President's Council, the minimum course load a student may carry is eight hours.

The General Fee, which is included in the advance payment will appear on the first statement issued. It includes charges for lyceum programs, library fee, laboratory fees, charges for musical organizations, graduation expense, matriculation expense, all musical rentals (piano, organ, instruments), and medical and psychological services as set forth in a separate pamphlet provided students upon registration.

A 50 per cent refund on General Fee will be credited to any student

withdrawing on or before the completion of the first nine weeks. No refund will be granted thereafter.

For those entering the second semester, the General Fee shall be 70 per cent of the yearly charge. A 25 per cent refund will be given to those entering second semester but withdrawing during the first five weeks of the second semester.

ESTIMATE OF EXPENSES ON THE ORLANDO CAMPUS OF THE DIVISION OF NURSING

The Division of Nursing offers part of its program on the Collegedale campus and part on the Orlando campus located at the Florida Sanitarium and Hospital. Charges for tuition and other expenses on the Collegedale campus follow the same schedule as for any college work. The expenses on the Orlando campus are here explained:

Tuition: Tuition charges while on the Orlando campus are based on the semester hours of credit at the same rate as on the Collegedale campus.

The General Fee ($57 per year) includes charges for library fees, laboratory fees, matriculation expense, health fee, activity fee. Blue Cross Hospitalization Plan and Blue Shield is in addition to this fee.

The health fee covers the annual physical examination including routine lab and x-ray, booster shots for immunizations as required by the schools, x-rays for affiliations. Other medical care and cost of drugs will be at the student's personal expense.

Room Rent: The rate for rooms with adjoining bath is $19 per month for each student. Private rooms and bath may be available at a higher rate per month.

Board Charges: Meals are served in the Hospital Cafeteria. The average monthly cost is approximately $30 per student. The minimum charge is $20.

Incidentals: Personal items such as books, clothing, and spending money vary with individuals and is not estimated here.

Uniforms and Cape: Approximately $50 will be needed for uniforms and $25 for cape if cape is desired. The uniform will be purchased the first semester of the sophomore year while the student is on the Collegedale campus. Fifty dollars will be requested at the time the uniforms are ordered.

Advanced Deposits: Students registering on the Orlando campus are expected to make the same advanced guarantee deposit required by students on the Collegedale campus.

Payment of Accounts: The policy for payment of the account is the same on the Orlando campus as it is on the Collegedale campus.

MUSIC TUITION

The charge for any private music instruction is $36.00 per semester, or $72.00 for the year, for a minimum of 15 lessons per semester. This charge is made in eight installments of $9.00 each, in the same manner as the regular tuition. In addition to private instruction in voice, classes of from two to five students are arranged at a cost per student of $22.00 per semester. All persons who wish to take music must enroll for it at the Registrar's Office even if they are not taking it for credit or if music is all they are taking. There is a $2.00 registration fee for those who are taking music only.

Students who enroll late, or who withdraw before the end of the semester, are charged at the rate of $2.40 per week up to a maximum of $36.00 for one lesson a week. Withdrawal is made by means of a drop voucher obtained at the Registrar's Office. There are no refunds for specified vacation periods or lessons missed because of the student's absence.

ROOM OR HOUSING DEPOSIT

Dormitory rooms may be reserved by mailing a $5.00 room deposit to the Secretary of Admissions at the College. The deposit for married students housing is $10.00. This deposit will appear to the credit of the student at the time of his departure provided the accommodation is left in good order.

Since the deposit serves not only as a reservation fee but also as a guarantee that the accommodation will be left in good order, all students registered and living in college housing will be charged this deposit.

In case the student's application is not accepted; or if notice of nonattendance is given the College three weeks before the opening of the term, the deposit will be refunded.

LATE REGISTRATION

For late registration $5.00

See page 34 for statement of the exact day and hour when each student is expected to present himself for testing and/or registration.

FINANCIAL PLANS SUMMARIZED—BOARDING STUDENTS
SOUTHERN MISSIONARY COLLEGE
1958-59

Plan	Sem. Hours	Hours Labor Per Week	Monthly			Semester			Year		
			Cash	Labor	Total	Cash	Labor	Total	Cash	Labor	Total
1	16	0	$120.00	.....	$120.00	$520.00	.....	$520.00	$1040.00	.....	$1040.00
2	16	12	84.00	$36.00	120.00	364.00	$156.00	520.00	728.00	$312.00	1040.00
3	16	18	66.00	54.00	120.00	286.00	234.00	520.00	572.00	468.00	1040.00
4	12	26	36.00	78.00	114.00	158.00	338.00	496.00	316.00	676.00	992.00
*5	8	36+									

INFORMATION PERTINENT TO THE ABOVE SUMMARY

1. This summary is based upon: a monthly board bill of $35.00 which is average; a labor rate of 70 cents per hour whereas rates vary from 55 cents to $1.00; normal room rent, laundry, and General fee. No books or music lessons are computed into this summary.

2. The plans as presented are only approximate. With the great variance of board bills and labor rates a student's cash obligation after labor deduction may vary considerably from this figure. The amount to be paid is that called for by the monthly statements. The tuition for the first semester will be divided into four equal payments beginning with the October statement. The General Fee will be charged on the first statement after entrance.

3. The figures shown as "Hours of Labor per Week" opposite Plans 2, 3, and 4 are the average allowed. Therefore students may be required to adjust their hours in accordance with individual capacity.

*Only a few students can be accepted on this plan which is an all-work basis. Write to the Assistant Business Manager for information.

LAUNDRY AND DRY CLEANING SERVICE

The College operates a modern laundry and dry cleaning plant. Students are invited to patronize this service. Charges for service rendered will be entered on the student's account to be settled monthly. There is a minimum charge for dormitory students of $2.00 a month for women and $3.00 a month for men.

TITHE AND CHURCH EXPENSE

Southern Missionary College encourages the payment of tithe and church expense by its student workers. In order to facilitate this practice, arrangements may be made for each student to have charged to his account 10 per cent of his school earnings for tithe, and 2 per cent for church expense. These funds are then transferred by the College to the treasurer of the Collegedale Seventh-day Adventist Church.

FUND FOR PERSONAL EXPENSES — PLEASE NOTE

Students should be provided with sufficient funds, in addition to money for school expenses, to cover cost of books, clothing, and all personal items. They may open deposit accounts at the Business Office, subject to withdrawal in person only, and these funds are available at any time, as long as there is a credit remaining of what the student has deposited. These deposit accounts are entirely separate from the regular student's expense accounts.

Each student should bring $20 to $30 for books and supplies at the beginning of each semester. Books and supplies are sold at the College Store.

PAYMENT OF ACCOUNTS

Statements will be issued to students as of the last day of each calendar month, covering the month's expenses and credits. This billing is subject to discount when paid by the 20th of the following month. Should a student's account be unpaid by the 10th of the succeeding month, he may not expect to continue in class until satisfactory arrangements are made. The College is unable to carry student accounts for any length of time. Arrangements should be made for some other plan of financing.

EXAMPLE OF CREDIT POLICY

Period covered by statement	October 1-31
Approximate date of billing	November 5
Discount period ends	November 20
Class attendance jeopardized if still unpaid	December 10

This schedule of payment must be maintained since the budget is based upon the 100 per cent collection of student charges within the thirty-day period following date of billing.

Transcripts of credits and diplomas are issued only when students' accounts are paid in full.

STUDENT LABOR REGULATIONS

Believing in the inspired words that "systematic labor should constitute a part of the education of youth,"[1] Southern Missionary College has made provision that every student enrolled may have the privilege of organizing his educational program on the "work-study" plan. "Jesus the carpenter, and Paul the tent-maker, . . . with the toil of the craftsman linked the highest ministry, human and divine."[2] The College not only provides a work-study program, but strongly recommends it to each student enrolled.

Inasmuch as the student's labor constitutes a part of his education, participation in the work program is graded, and a report thereon is issued to him. This grade is based upon the following:

Quality of work	Leadership and Initiative
Quantity of work	Punctuality
Safety habits	Dependability
Cooperation	Efficiency
	Compatability

A record of vocational experience and efficiency is also kept, by semesters, for each student in which is listed the type of work in which he has engaged and his degree of efficiency. This information will be available to potential employers.

The College will assign students to departments where work is available and cannot shift students from one department to another merely upon request. It should be understood that once a student is assigned to work in a given department, he will remain there for the entire school year except in rare cases where changes are recommended by the school nurse, or are made at the discretion of the College.

1. Ellen G. White, *Fundamentals of Christian Education,* (Nashville, Tennessee: Southern Publishing Association, 1923), p. 44.
2. *Ibid.*

Should a student find it necessary to be absent from work, he must immediately make arrangements with his work superintendent. In cases of illness, he will also inform the Health Service. Any student who desires to terminate his regularly scheduled work program or transfer to another work department may be required to give two weeks' advance notice to his work superintendent. Failure to comply with this regulation will constitute grounds for suspension from class attendance until he returns to work or is excused therefrom.

Student employees should regard the work appointment with equal importance to the class schedule. It is expected that a student must continue the work schedule to the end of the term in spite of semester and final exams. Preparation for tests is a day by day matter. Absenting one's self from work is considered as equally out of order as cutting class and is handled by appropriate discipline.

During the first two weeks of school, it is not always possible to get everyone into a work program, but by the end of September, usually every one has a job. This means that it may be necessary to work an extra hour a week to make up for the time lost in September before it was possible to get everyone placed in a work activity.

BIRTH CERTIFICATE

All students who expect to work and are under twenty years of age must present a Birth Certificate upon registration. This certificate must be left on file in the Assistant Business Manager's office. *No student will be permitted to work until the Birth Certificate is on file at the College. This is imperative under the laws of the State of Tennessee.*

WORK PERMIT

Whenever a student seventeen years of age or under is registered, the college issues a Tennessee Employment Certificate. This must be signed and on file at the College before a student may start work.

SCHOLARSHIPS

COLPORTEUR SCHOLARSHIP

That students might have adequate work opportunities of a profitable nature (both financially and spiritually) during the summer months, the College, together with the Southern Publishing Association and the several local conferences and Bible Houses throughout the Southern Union, have banded together to offer a bonus to students selling denominational books or magazines.

Students may make arrangements with one of the several Bible

Houses to sell books or magazines in a designated territory. The commission to students, as well as to full-time colporteurs, is 50 per cent of the total dollar volume of literature sold. In addition to this commission the organization indicated above will pay to the student colporteur a liberal bonus.

The operation of this plan might well be pictured as follows:

Total books delivered	$1,400.00
Cost of books delivered	700.00
Commission earned on sales	700.00
Colporteur bonus	300.00
Total funds deposited at Southern Missionary College for educational expenses of the student colporteur.	$1000.00

It is evident from these illustrative figures that the bonus paid is very liberal. It amounts to 43 1/7 per cent of the regular commissions ($700) or 30 per cent of the total amount ($1,000) deposited to the student's credit at the College by the contributing organizations. In actual practice the bonus is computed in this way:

Divide sum turned over to Bible House by student colporteur by .70 ($700 divided by .70 equals $1,000) and the quotient equals the amount deposited to the student's credit at the College. Subtract from this total the commissions ($700) which the student remitted to the Bible House ($1,000 — $700 equals $300) and you have the amount of the bonus.

There are various other regulations that pertain, such as:

1. A student must spend a minimum of 350 (300 for women) hours in the colporteur work during the summer in order to qualify.
2. The colporteur bonus will be granted only to such student colporteurs as actually use both commissions *and* bonus for educational expenses at Southern Missionary College.

(Note) *These provisions and others are explained in detail in a separate pamphlet which is available on request at the College or at any of the Bible Houses.*

TUITION SCHOLARSHIP

Each year the College, in conjunction with the several local conferences of the Southern Union Conference, awards eleven $50 cash scholarships to be applied on tuition: $25 at the end of the first semester and $25 at the end of the second. The following schools are eligible to participate in this plan:

Asheville Agricultural School	Madison College Academy
Collegedale Academy (2)	Little Creek Academy
Forest Lake Academy (2)	Pine Forest Academy
Highland Academy	Mt. Pisgah Academy

The candidates are chosen as follows: The faculty of each designated school nominates its candidate; the name, if approved by the school board, is recommended to the educational board of the local conference, for final approval. The selection of nominees is based on character, scholarship, personality, and promise of future leadership.

SCHOLARSHIPS IN TEACHER EDUCATION

In order to help young people of good moral character who possess talents and interest in the field of elementary school teaching, scholarships amounting to $200 each are available through the beneficience of the Southern Union and local conferences of Seventh-day Adventists. Southern Missionary College will provide opportunity for students on these scholarships to work $300 of their remaining school expenses. For further details write to the Educational Secretary of the local conference where you reside in the Southern Union. If you reside outside the Southern Union, write to the Union Secretary of Education, Box 849, Decatur, Georgia.

SCHOLARSHIPS IN NURSING

Student Loan Fund: A student loan fund has been established to aid a limited number of qualified students. Applications for the loan should be sent to the chairman of the Division of Nursing.

Southern Union Nursing Scholarship: This fund provides $150 for the freshman year and $300 for the sophomore year. This amount will be advanced by the Southern Union Conference and will be paid directly to SMC. The student receiving this financial aid will agree to enter nursing service at the F.S.H. after graduation. For each month of service rendered at regular graduate nurses' rates, the financial obligation will be amortized at the rate of $25 per month. Students who are interested should write to the Chairman of Division of Nursing for application.

EDUCATIONAL FUND

Many young people are deprived of the privilege of attending college because of a lack of necessary means. To aid these, an earnest effort has been made to obtain donations for the establishment of an education fund, from which students worthy of help may borrow money for a reasonable length of time. Faithfulness in refunding these loans will make it possible for the same money to assist many students in school. There have been some gifts, and they have been used to help

several young men and women complete their work in this college. But the needs of worthy students have been greater than the funds on hand; consequently it has been impossible in many instances to render the needed assistance. It has therefore been decided to direct the attention of patrons and friends of the school to these facts and to invite them to give such means as they may desire to devote to this purpose. The College will be glad to correspond with any who think favorably of this plan, and will continue to use the gifts so that the wishes of the donors may be fulfilled and the best results obtained.

"In each conference a fund should be raised to lend to worthy poor students who desire to give themselves to the missionary work; and in some cases they should receive donations. When the Battle Creek College was first started, there was a fund placed in the Review and Herald office for the benefit of those who wished to obtain an education, but had not the means. This was used by several students until they could get a good start; then from their earnings they would replace what they had drawn, so that others might be benefited by the fund. The youth should have it plainly set before them that they must work their own way as far as possible and thus partly defray their expenses. That which costs little will be appreciated little. But that which costs a price somewhere near its real value will be estimated accordingly."—*Testimonies, Vol.* VI, pages 213, 214.

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Application for Admission to Southern Missionary College

COLLEGEDALE, TENNESSEE

Please give all information requested completely and accurately, using ink or a typewriter. Each application must be signed personally by the applicant. PLEASE ENCLOSE A SNAPSHOT OR SMALL PHOTO with your name written on back.

The room reservation fee of $5 should accompany the application. It will be credited on the first statement; or it will be refunded if the application is not accepted, or if notification of non-attendance is sent to the college.

Copies of the Bulletin and the Student Handbook, "SMC and YOU," will be sent upon request.

Date_____

1. _____
Last Name (Mr. Mrs. Miss) First Middle

2. Present Address_____
Number Street City and Zone State

Veteran?_____ **Height**_____ **Weight**_____ **Age**_____

Phone: Home_____ **Nearest**_____

3. Nationality_____
Citizenship Race Sex Place of Birth

Date of Birth:_____ _____
Mo. Day Year Ch. (Denomination) Where

4. Marital status: Single_____ **Married**_____ **Widowed**_____ **Separated**_____

Divorced_____ **No. of children**_____

5. Parent or legal guardian_____

Address_____

6. How many years of high school or academy work have you completed?

1 2 3 4 (Circle) **. Did you graduate?**_____ **When?**_____

From what school?_____

7. Have you attended college? _____ **If so, how many hours (semester, quarter) have you completed?**_____

8. List in chronological order the secondary schools, colleges (if any) and other institutions you have attended since the first year of high school and give all the information called for below:

NAME OF SCHOOL	Date of Attendance	Complete Address

9. Name and give mailing address of three persons not related to you who can recommend you:

School Principal or Dean — Address

S.D.A. Minister — Address

A Recent Teacher — Address

10. When do you plan to enter?_____

11. How long do you plan to attend?_____ **Have you applied for admission to another college for next year?** _____

12. Where do you plan to reside: Dormitory?_____ With parents?_____ With other relatives? (Give name, address, and relationship.) _____

_____

13. For what life work are you preparing?_____

14. Please indicate your preference of a course of study by checking the correct item below:

Senior College Curriculums:

Bachelor of Arts Majoring in:

_____Biology
_____Business Adm. and Economics
_____Chemistry
_____English
_____History
_____Music Performance
_____Physics
_____Religion
_____Social Science
_____Spanish
_____B.A. in Theology

_____Bachelor of Music Education

Bachelor of Science Majoring in:

_____Business Administration
_____Bus. Adm. for Publishing Leaders
_____Chemistry
_____Foods and Nutrition
_____Home Economics
_____Industrial Education
_____Medical Sec. Science
_____Natural Science
_____Nursing Education
_____Secretarial Science
_____Teacher Education

One Year Curriculum

_____Clerical Training

Pre-Professional and Pre-Tech.

_____Pre-Dental
_____Pre-Engineering
_____Pre-Lab. Tech.
_____Pre-Law
_____Pre-Medical
_____Pre-Nursing
_____Pre-Optometry
_____Pre-Pharmacy
_____Pre-Physical Therapy
_____Pre-X-ray

Two Year Curriculum

_____Bible Instructor
_____2 yr. Home Economics
_____Industrial Education
_____Medical Secretary
_____Printing
_____Secretarial Science

15. Do you have any physical or health condition which hinders your carrying a full course program or doing manual labor? _____ If so, describe:

_____

16. (Dormitory students only) Under which financial plan will you enter? 1._____ 2._____ 3._____ 4._____ 5._____ (See catalog page 160 for information for financial plans).
Married and village students must make personal arrangments regarding financial budgets with the Assistant Business Manager.

17. Will you make payment for your school expenses yourself? _____ If not, give the name and address of the person who will be responsible for the payment of your account:

Name _____

Street No. _____ City _____ State_____

18. How much cash will you provide each month toward your school expenses? _____ (See page 160).

19. What type of work would you prefer at SMC? _____
NOTE: Students under nineteen years of age who plan to work are required by law to present a birth certificate before being assigned.

20. Do you have an unpaid school account?_____ If so, how much?_____
In which school? _____

21. Have you ever been dismissed from any school because of unsatisfactory scholarship or conduct?_____ If so, where and why?_____

22. Are you now using or have you within the last year used tobacco? _____
If so, how recently?_____ Are you now using or have you within the last year used intoxicating liquor?_____ If so, how recently?_____

23. STUDENT PLEDGE: I have read the Bulletin and recognize that attendance at Southern Missionary College is a privilege. I voluntarily pledge, if admitted, to uphold loyally and to the best of my ability the standards and principles of the college.

_____
SIGNATURE OF APPLICANT

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